



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/19/2019

Agenda Placement: 10A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** David Morrison - Director  
Planning, Building and Environmental Services  
**REPORT BY:** John McDowell, Principal Planner - 299-1354  
**SUBJECT:** Annual Report to OPR/HCD Regarding the Napa County General Plan

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### **RECOMMENDATION**

Director of Planning, Building and Environmental Services to provide an annual report regarding the status of the Napa County General Plan and progress in its implementation as required by Government Code Section 65400.

### **EXECUTIVE SUMMARY**

Section 65400 of the Government Code requires planning agencies to provide an annual report to their legislative body (i.e. the Board of Supervisors), the State Department of Housing and Community Development (HCD), and the Governor's Office of Planning and Research (OPR). The report is required to address the status of the plan and progress in its implementation. HCD provides forms that must be used for the housing element portion of the report and Section 65400(a)(2)(B) requires the report to be considered at a public meeting where members of the public are allowed to provide oral testimony and written comments.

### **PROCEDURAL REQUIREMENTS**

1. No action required

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: No action is requested and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Napa County General Plan was comprehensively updated in June 2008 and the County's Housing Element was last updated in December 2014 in accordance with Government Code Sections 65580 et seq. All chapters or "elements" of the General Plan include goals, policies, and implementation tasks ("action items" and "programs") that collectively guide land use decision making for unincorporated Napa County.

Section 65400 of the Government Code requires planning agencies to prepare an annual report regarding the status of their general plan and its implementation, and to provide copies of the report to their legislative body (i.e. the Board of Supervisors), the State Department of Housing and Community Development (HCD), and the Governor's Office of Planning and Research (OPR). HCD provides a form that must be used for the Housing Element portion of the report which contains a Regional Housing Needs Allocation (RHNA) progress report section, and a section on implementation of Housing Element programs. Also required, but contained in a separate table, is a progress report on all other action items in the General Plan. The report includes a cover letter highlighting significant County actions taken to support and/or develop affordable housing.

**Regional Housing Needs Allocation Progress Report**

For the 2018 report, the HCD reporting requirements and the submission format have been significantly revamped. In the past, reporting consisted primarily of lump sum annual housing permit data categorized by income affordability levels. Separately, data on each building permit issued was provided to the Association of Bay Area Governments/Metropolitan Transportation Commission (ABAG/MTC) who monitor reporting for accuracy. Starting this year, HCD is requiring project specific data encompassing the entire development process from initial entitlement through project completion. Also, submission to the State now occurs electronically. HCD provides the Annual Progress Report (APR) form in an auto-populating, jurisdiction-specific spreadsheet. Attached to this report is a summary of the totals for this year. However, the building permit specific tables are not readily in a printable format and consequently are not attached to this report. Building permit specific data can be provided if requested.

In 2014, HCD certified the County's Housing Element commencing implementation of the 5th Cycle of the RHNA program, with the reporting period running from 2015 to 2023 (the 'planning period' is 2014-2022). During this period the County has been assigned a RHNA of 180 total housing units divided among four income categories as follows: 51 very low income units; 30 low income units; 32 moderate income units; and 67 above moderate income units.

The County issued 31 building permits in 2018, of which 15 were for primary dwellings, 3 were farmworker dwellings, and 13 were Accessory Dwelling Units (ADU's). In past reports for this housing cycle, ADU's, Mobile Homes, and Farmworker housing were reported in the 'moderate' non-deed restricted income category due to the accessory nature of these dwellings. Single Family Detached units, which are the primary or main dwelling, were reported in the 'above moderate' income category. For this year's report, based on guidance from HCD, property owner surveys were conducted for all 16 ADU's and Farmworker building permits to more accurately reflect income categories for non-deed restricted units. Surveys of these accessory dwellings asked how units would be used (i.e. – rented separately from main home), as well as level of rent to be charged, if any. Units intended for use as independent residences where no rent, or below market rate rents are charged, qualify for non-deed restricted 'low' and 'very low' income units. As a result, of the 16 total ADU's and Farmworker units issued this year, 3 qualify as 'very low', 6 qualify as 'moderate', and 7 qualify as 'above moderate'.

After submittal of this year's report to the HCD, Staff will be submitting revised totals from past filing years based on the new survey data. A total of 46 moderate units have been previously reported, and those totals will be revised to 15 very low, 6 low, 5 moderate, and 20 above moderate. Also noteworthy, HCD indicated that permits issued in 2014 should be claimed for the 2015 building year due to the difference in the 5th cycle 'planning period' versus 'reporting period'.

With the reporting period occurring between 2015 through 2023, Napa County has five years to meet (or exceed) remaining RHNA mandate. Based on the survey results and corresponding revised totals, the County has met the RHNA goal in the above moderate category, and is making progress in the three lower income categories as follows:

- Above Moderate: 67 units assigned – 99 permits issued; 0 units remaining
- Moderate: 32 units assigned – 11 permits issued; 21 units remaining
- Low: 30 units assigned – 6 permits issued; 24 units remaining
- Very Low: 51 units assigned – 18 permits issued; 33 remaining

### General Plan Implementation

The attached General Plan Implementation Table reports on status on the 76 action items that are separate from Housing Element programs. The majority of these action items are either completed, ongoing, or in progress. The Board's recent direction on the Strategic Plan furthers the goals and policies of the General Plan.

### Public Input

Government Code Section 65400(a)(2)(B) requires the report to be considered at a public meeting where members of the public are allowed to provide oral testimony and written comments. While no action by the Board of Supervisors is requested, the Board should accept oral and written comments from the public, and Staff would be happy to answer questions.

### **SUPPORTING DOCUMENTS**

- A . Cover Letter to State Agencies
- B . 2018 Annual Progress Report Summary
- C . Housing Programs Implementation Table 2018
- D . General Plan Implementation Table 2018

CEO Recommendation: Approve

Reviewed By: Leigh Sharp