



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/23/2021

Agenda Placement: 11A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors

**FROM:** David Morrison - Director  
Planning, Building and Environmental Services

**REPORT BY:** John McDowell, Supervising Planner - 299-1354

**SUBJECT:** Annual Report to OPR/HCD Regarding the Napa County General Plan

---

### **RECOMMENDATION**

Director of Planning, Building and Environmental Services requests acceptance of the 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. Staff Report
2. Public Comment
3. Motion, second, and vote on item.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

**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.

**Regional Housing Needs Allocation Progress Report**

In 2014, HCD certified the County's Housing Element commencing with implementation of the Fifth 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. Starting in 2018, submission to the State 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.

The County issued 18 building permits in 2020, down from 23 in 2019. The 18 permits consisted of 10 primary (or main) dwellings, of which 7 are traditional site built custom residences, and three are for modular or pre-manufactured homes. The three modular homes qualify for the 'moderate' income category for RHNA reporting. The standard-construction homes fall within the 'above moderate' income category. Eight of the 18 permits were for ADU's. Units where no rent, or below market rate rents will be charged qualify as non-deed restricted 'low' income, 'very low' income, and 'moderate' income units. For the 8 ADU permits issued this year, 3 qualify as 'very low', 0 qualify as 'low', 2 qualify as 'moderate', and 3 qualifies as 'above moderate'.

The RHNA reporting period for the Fifth Cycle occurring between 2015 through 2023. 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 – 125 permits issued; 0 units remaining
- Moderate: 32 units assigned – 20 permits issued; 12 units remaining
- Low: 30 units assigned – 8 permits issued; 22 units remaining
- Very Low: 51 units assigned – 22 permits issued; 29 units 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 direction on the Strategic Plan also 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.

Staff anticipates filing the report with HCD and OPR on March 26, 2021. Filings for both agencies are now only accepted in electronic format due to COVID-19 protocols.

### **SUPPORTING DOCUMENTS**

- A . 2020 Annual Report Cover Letter Draft
- B . 2020 Annual Report General Plan Implementation Table
- C . 2020 Annual Report Housing Program Implementation Table

CEO Recommendation: Approve

Reviewed By: Helene Franchi