



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/24/2020

Agenda Placement: 6E

## 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, Supervising 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 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.

### **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 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. 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 23 building permits in 2019, of which 13 were for primary dwellings, and 10 were Accessory Dwelling Units (ADU's). Single Family Detached units, which are the primary or main dwelling, are reported in the 'above moderate' income category. Based on guidance from HCD, property owner surveys were conducted for all 10 ADU's building permits to 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 10 total ADU's issued this year, 1 qualifies as 'very low', 2 qualify as 'low', 4 qualify as 'moderate', and 3 qualify as 'above moderate'.

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 – 115 permits issued; 0 units remaining
- Moderate: 32 units assigned – 15 permits issued; 17 units remaining
- Low: 30 units assigned – 8 permits issued; 22 units remaining
- Very Low: 51 units assigned – 19 permits issued; 32 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.

**SUPPORTING DOCUMENTS**

- A . General Plan Implementation Table 2019
- B . Housing Programs Implementation Table 2019
- C . Annual Progress Report Summary 2019

CEO Recommendation: Approve

Reviewed By: Helene Franchi