



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/19/2009

Agenda Placement: 10A

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission
FROM: John McDowell for Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: John McDowell, Deputy Director - 299-1354
SUBJECT: Joint Meeting with Board of Supervisors

RECOMMENDATION

JOINT MEETING WITH BOARD OF SUPERVISORS

Joint Meeting of the Board of Supervisors and the Planning Commission, with discussion and possible direction to staff concerning the following topics:

1. Summary of the Department of Conservation, Development & Planning work program for Fiscal Year 2009-2010;
2. Annual Code Enforcement Report;
3. 2009 Housing Element Update Status; and
4. Other Supervisor/Commissioner comments or concerns.

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EXECUTIVE SUMMARY

The Conservation, Development and Planning Commission meets periodically with the Board of Supervisors to discuss items of a planning nature. The last such meeting occurred in October 2008 and was focused on the draft Housing Element Update. Today's meeting is to allow the Board and the Planning Commission to receive a summary of the Department's FY09/10 work program and a presentation regarding the Department's code enforcement program, and to allow for questions and conversation regarding the revised draft Housing Element Update and other topics of interest to the Board and the Planning Commission.

PROCEDURAL REQUIREMENTS

1. Staff presentation
2. Public Comment
3. Board and Commission discussion & direction to Staff

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Department Work Summary

Each year, staff prepares a brief written summary of the Department's work program for the coming year, incorporating a list of ongoing activities and an estimated allocation of staff resources. This year's summary is attached for the Board and Commission's information and once again highlights that (1) a high percentage of the department's activities are related to processing applications and are therefore non-discretionary; and (2) most of the time that is *not* related to processing applications is fully allocated to programs such as the Watershed Information Center & Conservancy, Wildlife Commission, and etc., leaving very little time for special requests that will arise in the course of the year.

2009 Code Enforcement Report

Staff will provide a power point presentation with a summary of the code enforcement program addressing the following topics:

- | Scope of the current program
- | 2008/2009 program statistics
- | Abatement process summary
- | Highlighted cases
- | Current trends
- | Goals & objectives for the future

Upon completion of the presentation, staff will summarize ordinance changes that are underway to facilitate code enforcement efforts (e.g. vacation rentals), and will be available to answer any questions the Board and Commission may have.

2009 Housing Element Update

Pursuant to State law, Napa County is required to adopt an updated Housing Element and submit it to the California Department of Housing and Community Development (HCD) for certification prior to July 1, 2009. The Housing Element is the only piece of the County's General Plan that was not updated June 3, 2008, and is the

only piece that must be approved by the State. Also, there are specific requirements in State law regarding the process and content of Housing Element updates.

Napa County's Housing Element update was initiated with three public workshops in early 2008, and the Planning Commission and the Board of Supervisors discussed a draft of the Housing Element in October 2008, prior to its submittal to HCD in early November. Revised versions of the draft Housing Element and supporting documents were prepared by staff and consultants following input from HCD, members of the public, and the Board of Supervisors. Those documents were the subject of a hearing at the Planning Commission on May 6, 2009 and are scheduled for hearing and possible adoption by the Board of Supervisors in June following a recommendation by the Commission on May 20, 2009. Components of the draft Housing Element can be summarized as follows:

Housing Needs Assessment

The Housing Element summarizes and incorporates by reference a lengthy analysis of housing and employment trends, and projected housing needs during the next five year period. Attention is given to "special needs" populations such as farmworkers and the homeless.

Housing Sites Inventory

The Housing Element also summarizes a housing sites investigation and inventory intended to address State requirements that the County zone sufficient housing sites to accommodate its Regional Housing Needs Allocation (RHNA). The revised draft element includes sites zoned for affordable housing (:AH) in Angwin, Moskowitz Corner, and Spanish Flat within the inventory, along with a 20-acre site at Napa Pipe sufficient for accommodating 304 units. Consistent with past practice, the County must zone sites for more units than its RHNA, because the State has the discretion to reject sites, or require a "buffer" of additional units. Also, within the past several years, a new requirement was established that sites provide for densities of at least 20 units to the acre, a criterion that the Angwin, Moskowitz Corner and Spanish Flat sites do not meet by right.

Housing Programs

The Housing Element also include goals, policies, programs and objectives related to housing in the County. Programs are specific actions that will be taken by the County to meet quantified objectives. The current draft element includes programs to aid the rehabilitation and development of affordable housing, programs to update the County's housing-related ordinances, programs to re-zone the 20-acre Napa Pipe site included in the sites inventory, and programs to address constraints on the production of housing. A program in the first draft related to redesignation of the Rose Drive/Woodside Drive area from Rural Residential to Urban Residential has been eliminated from the revised draft.

Other Concurrent Actions/Other General Plan Changes

Concurrent with adoption of the Housing Element Update in June 2009, the County must adopt any amendments to other sections of the General Plan that are necessary to maintain internal consistency within the plan. Also, pursuant to California Government Code Section 65302(g), the County is required to address certain specified topics via revisions to its Safety Element concurrent with the Housing Element update.

SUPPORTING DOCUMENTS

A . FY09/10 CDPD Work Program

Napa County Planning Commission: Approve

Reviewed By: John McDowell