



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 8/18/2021

Agenda Placement: 8A

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission

FROM: Brian Bordona for David Morrison - Director
Planning, Building and Environmental Services

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

SUBJECT: Appointments to Housing Element Advisory Committee

RECOMMENDATION

HOUSING ELEMENT ADVISORY COMMITTEE / PLANNING COMMISSION APPOINTMENTS

Request: Nomination of two (2) members of the Planning Commission to serve as the Planning Commission's representatives on the Housing Element Advisory Committee (HEAC) which will act as an advisory group to the Board of Supervisors for the County's Sixth Cycle Housing Element Update (2023-2031).

Staff Contact: John McDowell, (707) 299-1354 or john.mcdowell@countyofnapa.org

EXECUTIVE SUMMARY

Preparation of the Sixth Cycle Housing Element Update of the Napa County General Plan commenced early this year. State law mandates that each city and county within the State periodically update their respective Housing Element on either 5-year or 8-year cycles prescribed by the California Department of Housing and Community Development (HCD). As a member of the Association of Bay Area Governments (ABAG's), Napa County's Sixth Cycle planning period is set for the 8 year period between 2023-2031. As such, our update must be completed by the end of the 2022.

HCD directs that community engagement/public outreach be incorporated into update process. In June, 2021, the Board of Supervisors directed staff to form a housing stakeholder advisory group to conduct public meetings to solicit comments on housing goals, policies and draft work product, and ultimately to provide recommendations to the Board of Supervisors on the contents of the draft Housing Element Update. The 13-member advisory group has been titled as the Housing Element Advisory Committee (HEAC). It is anticipated this group will meet approximately once per month during preparation of the draft documents. HEAC will disband upon completion of the Update.

The Board of Supervisors directed that two members of the Planning Commission should take part in addition to representatives from the Housing Commission, Commission on Aging, five (5) at-large members representing Board districts, and several subject matter experts including a homeless advocate and an affordable housing developer among others. It is therefore requested that the Commission nominate two of its members to represent the Planning Commission. Commission nominees will be presented to the Board of Supervisors for appointment. It is anticipated the Board will make the appointments at their regular September 14, 2021 meeting. Please note that after HEAC meetings have concluded, the full Planning Commission will conduct a public hearing on the Housing Element Update, and be asked to make a final recommendation to the Board of Supervisors.

Proposed Action:

By simple motion(s), nominate two (2) members of the Planning Commission to serve on the Housing Element Advisory Committee (HEAC).

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

ENVIRONMENTAL IMPACT

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

A major component of any Housing Element Update is public involvement. As part of their certification process, HCD will evaluate our Housing Element Update for the extent of stakeholder participation that was implemented throughout our process. HCD does not dictate how public involvement is conducted, and instead looks to the local agency to demonstrate how their process actively engages the public, especially in outreach and engagement with low income and/or disadvantaged communities.

Updating the Housing Element will involve extensive public outreach throughout the process, through both established outreach protocols such as surveys, workshops, and use of the County's social media platforms, as well as new approaches, such as using connections to the community established through recent emergency/disaster responses. In June 2021, the Board directed staff form a 13-member advisory committee with the following membership:

- 5 at-large members; 1 from each Supervisor District
- 2 Planning Commissioners
- 1 Commissioner on Aging
- 1 Housing Commissioner
- 1 affordable housing provider
- 1 residential developer
- 1 homeless advocate

- 1 Accessory Dwelling Unit (ADU) or farmworker housing advocate

The HEAC will provide a significant contribution to the public outreach/engagement effort. HEAC meetings will be structure public meetings providing opportunities for draft work product to be presented, for the public and Committee comment to be accepted, and ultimately for the Committee to form recommendations on content for consideration by the Board of Supervisors.

SUPPORTING DOCUMENTS

None

Napa County Planning Commission: Approve

Reviewed By: Brian Bordona