

Section 4

Napa's Action Plan for Housing

Section 4.1 Overview of Napa's Action Plan for Housing (January 2015- January 2023)

The Napa Housing Element is built around preserving and enhancing residential neighborhoods, sustaining the community's character and environmental resources, and efficiently planning for the future use of remaining undeveloped or redeveloping properties so that they fulfill unmet needs. The implementing programs in the Housing Element, as described below, are intended to address these concerns.

In reviewing the list of programs on the following pages it is important to recognize two other concerns: (1) There is limited Staff and budget resources available to undertake all of the programs listed immediately; and (2) some programs require other funding or actions to occur first.

The Action Plan for Housing, including all of the implementing programs described in the Housing Element, represents the City's commitment to take an active leadership role in assuring the implementation of the programs described. It is also the City's ongoing intent to: (1) encourage public review and effective participation in all aspects of the planning process; and (2) assure annual review of the Housing Element in order to periodically revise and update this *Action Plan* as necessary to keep it effective.

The listing of implementing programs in the appendices can be used as a tool as part of the annual evaluation of the Housing Element.

Housing Element Advisory Committee Program Prioritization

As part of the Housing Element public participation process, the Housing Element Advisory Committee was asked to complete a prioritization exercise and evaluation of housing needs in the City to inform the 2015-2023 Housing Plan. Committee members reviewed the implementation of programs included in the 2007-2014 Housing Element, demographic information on special needs groups, financial resources available to support specific activities, and the five strategies presented in the Affordable Housing Multi-Year Action Plan prepared by the Joint City/County Affordable Housing Task Force. Based on these information sources, the Committee recommended revisions

to specific programs and the prioritization of specific activities for the 5th planning period. Programs identified as a priority included:

- Program H2.A Assure Adequate Sites for Multi Family Use
- Program H2.B New Rental Units
- Program H3.O Rental Acquisition and Maintenance

Generally, the Committee expressed a strong desire to increase opportunities for new rental housing, especially housing units affordable to moderate, low, very low and extremely-low income households. The Committee also specified a need to support new housing for senior residents that is affordable and/or units that allow seniors to age in place. As such, the City will work to identify financial and administrative resources to support the implementation of these priority programs.

Goal H1 — Napa is a Vital and Diverse Community

Program H1.A **Adequate Sites.** The City shall continue to provide and maintain adequate sites consistent with State law. (Also See Appendix B)

Responsibility: Planning Division
Financing: Staff time
Objectives: Maintain adequate sites
Time Frame: Ongoing, 2015-2023

Program H1.B **Future Land Use Planning.** The City shall address long-term housing needs in collaboration with the community through future Specific Plans or other Land Use plan updates, targeting major transportation corridors near services, large sites over 20 acres where services and transit can potentially be incorporated, and sites identified for potential *future* change in this Housing Element. All such plans shall specifically consider appropriateness of sites for multi-family use.

Responsibility: Planning Division
Financing: Staff and consultant time to develop Specific Plans
Objectives: Adopt General Plan Update
Time Frame: 2016-2018

Program H1.C **Local Housing Need.** To adequately provide housing for a variety of household types, including families and lower income households, and ensure the wise use of land resources, the City may require an applicant for development of land designated for higher density development (15 units per acre or more) to demonstrate how their project addresses local housing needs. The City may then consider actions or conditions to discourage development that is not responsive to local needs or other measures as appropriate.

Responsibility: Planning Division
Financing: Private sources as part of development review
Objective: Prioritize land resources for population groups with the highest need.
 Evaluate local housing needs for special population groups, given limited land supply
Time Frame: As projects are submitted

Program H1.D **Jobs-Housing Analysis.** During Specific Plans and major General Plan updates, the City shall analyze anticipated housing and job types, numbers and incomes and develop strategies to further address housing and jobs linkages.

Responsibility: City Manager and Economic Development
Financing: General Fund
Objectives: Improve linkages between housing and employment development
Time Frame: As Plans are developed

Program H1.E **Job Impact Analysis.** The City shall require analysis of the impact of major non-residential development proposals (over 100 employees) on increased housing demand and may require mitigation measures (above housing impact fee requirements) to provide better housing and jobs balance in the City of Napa. If an impact is identified, appropriate mitigation may be required, including, but not limited to: the provision of new housing units, payment of in lieu fees, or an alternative equivalent action.

Responsibility: Planning Division
Financing: Staff time; private impact analysis
Objective: Heightened link between jobs and housing
Time Frame: As Major Projects are proposed and reviewed

Program H1.F **Housing Sites Study of Surplus Institutional Lands.** As part of the next General Plan update, the City shall initiate a Housing Sites study to review whether any surplus or potentially surplus institutional lands are appropriate for residential/non-residential mixed-use development and/or affordable housing, and follow-up actions, such as prioritizing sites for purchase. As part of the study, the City will consider the application of the Affordable Housing Overlay zoning district to City-owned surplus lands.

Responsibility: Housing Division, Planning Division, Economic Development
Financing: Staff time, General Funds
Objectives: Completion of Housing Sites analysis for surplus or potentially surplus institutional lands and follow-up actions
Time Frame: 2016-2018

Goal H2 — We Have A Variety of Housing Types and Choices

Program H2.A Adequate Sites for Multi-Family Use. Before the next Housing Element update, the City shall analyze multi-family and mixed-use sites capacities and identify potential sites for multi-family use or where increased multi-family densities may be appropriate. Criteria shall include proximity to transit, services and jobs, environmental site constraints, and neighborhood “fair share.” Additionally, during the next comprehensive update of the General Plan, the City will consider designating major commercial corridors, such as the Soscol Gateway and Tannery Bend areas for higher density housing and mixed use development. This program was designated as a priority by the Housing Element Advisory Committee.

Responsibility: Housing Division, Planning Division
Financing: Staff time, General Funds and other state, federal planning funds as available
Objectives: Completion of Sites study for future Housing Element
Time Frame: 2020-2023

Program H2.B New Rental Units. The Housing Division and the Housing Authority shall assist with the construction of new affordable rental units for extremely low, very low and low income renter households (including but not limited to special needs groups such as service workers, farmworkers, developmentally disabled, seniors, etc.). City actions may include, but are not limited to, prioritizing funding applications for projects utilizing tax credits and other federal/state funding, providing loans from the local Housing Trust fund and land banking sites, priority processing, deferring fees, and granting incentives under the density bonus ordinance. This program was designated as a priority by the Housing Element Advisory Committee.

Responsibility: Housing Division/Housing Authority, private developers and non-profit agencies such as Napa Valley Community Housing and BRIDGE Housing
Financing: Possible sources of funding include local Housing Trust Fund, Low Income Housing Tax Credit Program, HOME Rental Construction Program; Mortgage Revenue Bonds
Objectives: 220 units
Time Frame: Ongoing, 2015-2023 and at least annually consider opportunities to assist by assessing funding and when enough funding is available, release a NOFA to provide loans through the Local Housing Trust Fund. When making loans, the City shall prioritize applications with tax credits and/or other leveraged

funding sources; and at least annually, assess funding and when enough funding becomes available, evaluate prospects to land bank sites.

Program H2.C New Ownership Units. The Housing Division and Housing Authority shall assist construction of new affordable ownership units for first time low and moderate income homebuyers. Types may include but are not limited to Self-Help (where the future owner/resident provides labor toward the development of the units and/or assists in sharing the cost of building the units) and Community-Help new housing, such as Habitat for Humanity. City actions may include but are not limited to supporting applications by affordable housing providers for federal/state funding, providing loans from the local Housing Trust fund, land-banking sites, funding assistance, priority processing, fee deferrals, and granting incentives under the density bonus ordinance.

Responsibility: Housing Division / Housing Authority
Financing: Local Housing trust funds, HOME
Objectives: 15 units ownership housing
Time Frame: Ongoing, 2015-2023; On an annual basis, consider opportunities to assist by assessing funding, and when enough funding is available, releasing a NOFA to provide loans to affordable housing providers and at least annually, assess funding and when enough funding becomes available, evaluating prospects to land bank sites. Opportunities for priority processing, fee deferrals and density bonus incentives will occur as projects are proposed.

Program H2.D First Time Homebuyer Programs. The City Housing Division shall continue to assist provision of home ownership opportunities for low and/or moderate income first-time home buyers through financing assistance, public/private partnerships, and outreach and counseling programs

Responsibility: Housing Division; private/nonprofit
Financing: Staff time; CalHome, HOME and other down payment assistance programs,
Objectives: Assist 80 low income households to become first time homebuyers
Time Frame: Ongoing, 2015-2023

Program H2.E Identify Potential Acquisition Sites. The City shall locate sites for possible acquisition by the City Housing Authority, and/or an affordable housing developer for affordable projects. The City may determine that it is appropriate to lease land, rather than sell it.

Responsibility: Housing Authority, Planning Division

Financing: City funding for Staff time; acquisition funds from City General funds, Housing Trust Fund or other State/federal program sources
Objectives: Identify and acquire 1-2 sites
Time Frame: Ongoing, 2015-2023

Program H2.F Affordable Housing Overlay Zones. The City shall amend the ordinance governing the “Affordable Housing Overlay Zones” as set forth under Napa Municipal Code Chapter 17.36 in order to bring its provisions into compliance with the requirements of the holding in Palmer/ Sixth Street Properties L.P. v City of Los Angeles, 175 Cal.App.4th 1396 (2009) to clarify that any inclusionary requirements imposed under the Chapter shall not apply to rental developments, in order that the overlay may be used as a zoning tool to increase affordability of owner-occupied housing on an expanded number of sites. As a part of this review, the City shall review the minimum site size criteria and review the zoning map to identify potential additional sites for rezoning under the AH Overlay designation. The City shall consider options to maximize its benefit; for example — on Low Density sites — would current second unit provisions, or other options such as requiring small homes on some percentage of the lots, provide a greater affordable housing benefit?

Responsibility: Planning Division, City Attorney
Financing: Staff time
Objectives: Modify Overlay Zoning District
Time Frame: 2016-2018

Program H2.G Long-Term Affordability Agreements and Monitoring. The City shall continue to implement long-term agreements and/or deed restrictions with developers of affordable units that: govern unit affordability, monitor the continuing affordability of such units, and provide incentives for renewal of affordability agreements where feasible. Units currently restricted under City and other agreements are listed in Section 5 of this Housing Element. The City’s list of units for monitoring includes those multi-family rental units funded and restricted under Federal, State and/or local housing programs.

Responsibility: Housing Division, City Attorney
Financing: Staff time
Objectives: Approve long term agreements for new affordable units and provide monitoring of these agreements and projects funded under Federal, State or local housing programs
Time Frame: Agreements: as projects occur; Monitoring is an ongoing activity

Program H2.H **Sustainable Development and Practices.** In addition to continuing sustainable development patterns, the City shall continue to update its energy efficiency building, recycling and similar standards to continue to meet State standards. When appropriate, the City will require projects to exceed, rather than meet, State standards for energy efficiency, water conservation, and recycling.

Responsibility: Building and Planning Divisions, Public Works Department
Financing: Staff time
Objectives: Review and update every two years to continue to meet State standards
Time Frame: Ongoing, 2015-2023

Program H2.I **Preferences in Affordable Housing.** The City will study the possibility of establishing eligibility preferences for people who live and work in Napa, consistent with State and Federal fair housing laws.

Responsibility: Housing Division, City Attorney
Financing: Staff time
Objectives: Study and possible development of administrative regulations to provide eligibility preferences for people who live and/or work in Napa for affordable housing programs.
Time Frame: 2016-2018

Program H2.J **Duplex and Triplexes in Other Areas.** The City shall consider a Zoning Amendment to allow duplexes and/or triplexes, as a conditionally permitted use, in the Single-Family Residential zoning district, when the proposal is consistent with the General Plan.

Responsibility: Planning Division, City Attorney
Financing: Staff time
Objectives: Zoning Amendment
Time Frame: 2016-2017

Goal H3 — We Have Great Neighborhoods Offering a Variety of Nearby Services and Activities

Program H3.A **Design Review.** The City shall continue to use and will periodically review the residential design review guidelines and process to assure higher quality infill multi-family housing. The City encourages project designers to meet with neighbors during the early design stages of larger projects and will establish procedures defining when early meetings are mandatory.

Responsibility: Planning Division; Planning Commission and City Council
Financing: Staff time
Objectives: Implement design guidelines and meeting process
Time Frame: Ongoing, 2015-2023

Program H3.B **Use of Planned Development Zoning.** The City shall continue to use Planned Development regulations to promote design flexibility for residential developments, particularly for those located in unique settings.

Responsibility: Planning Division
Financing: Development review
Objectives: Use Planned Development regulations in project review to promote design flexibility
Time Frame: Ongoing, 2015-2023

Program H3.C **Housing Mix.** The City shall establish baseline housing mix information by neighborhood, and evaluate progress in achieving second units, residential care facilities, shared housing (to the extent it is regulated) and multi-family uses in all residential and mixed use areas of the City. Based on results of the review and community workshops, additional strategies may be formulated to increase the “fair share” mix.

Responsibility: Planning Division
Financing: Staff time
Objectives: Monitor and potentially increase mix of housing throughout the City of Napa
Time Frame: Incorporate such research and review as part of next overall General Plan update

Program H3.D **New Second Units.** The City shall continue to encourage new subdivisions to include second units and to encourage other second units.

Responsibility: Planning Division
Financing: Private
Objectives: 36 units; 14 very low income; 13 low income; 9 moderate income
Time Frame: Ongoing, 2015-2023

Program H3.E **Second Unit Standards and Fees.** To encourage additional second units, the City will consider revisions to its second unit standards and fees — including eliminating owner occupancy requirements; modifying parking standards; eliminating whole house sprinkler requirements for attached second units; and, given their small sizes, moderating the disincentive of higher fees by using non-fee revenue derived from other sources to subsidize the costs of second units – and encourage other service agencies to do the same. The City will also evaluate possible use of the Housing Trust Fund to write-down some fees/costs, such as sewer/water hook-ups, as an incentive to creating second units. Further, the City will consider a more comprehensive second unit strategy that could, for example, provide prototypes, construction documents and financing assistance.

Responsibility: Planning Division in consultation with affected divisions, agencies, such as Fire, Building, Water, Housing, Napa Sanitation District
Financing: Staff time
Objectives: Revised Ordinance including work with service providers
Time Frame: Underway in 2013; completed by 2016

Program H3.F **Amnesty Program.** The City shall consider an amnesty program for illegal second units.

Responsibility: Building, Planning, Housing Division, Code Enforcement
Financing: General Fund
Objectives: Consider and potential development of Amnesty Program
Time Frame: 2020

Program H3.G **Rental and Owner Rehabilitation Programs.** The City shall continue to rehabilitate substandard residential units for extremely low, very low and low income renters and owners using available subsidies in addition to code enforcement. Such rehabilitation programs focus on health and safety improvements including improved energy conservation. The City also encourages public-private partnership rehabilitation programs such as “Rebuilding Together.”

Responsibility: Housing Division, Code Enforcement
Financing: Community Development Block Grant Rehabilitation Revolving Loan Program, HOME Rehabilitation Program and code enforcement program enforcing existing codes and health and safety regulations; private sources
Objectives: Rehabilitate 40 substandard rental units for extremely low, very low and low income renters. Assist rehabilitation of 168 units of substandard owner occupied housing for very low and low income households
Time Frame: Ongoing, 2015-2023

Program H3.H Code Enforcement. The City shall continue to strengthen code enforcement by appropriate City departments. Code enforcement efforts should be proactive, as well as reactive, in targeting specific problem sites or areas.

Responsibility: Building Division, Code Enforcement
Financing: City general funds
Objective: Improve community health and safety
Time Frame: Ongoing, 2015-2023

Program H3.I Targeted Neighborhood Improvement. As the need arises and funding permits, the City should initiate use of a multi-agency resource team working with neighborhood groups to improve and clean up areas of the City.

Responsibility: Interdepartmental
Financing: Substantial Staff time
Objectives: "Cleanup" of neighborhoods experiencing deterioration
Time Frame: Ongoing as needed and as funding permits

Program H3.J Historic Area Process. The City shall continue to encourage maintenance and preservation of historic homes and structures through Historic Preservation policies, ordinances and design guidelines.

Responsibility: Planning Division, Cultural Heritage Commission
Financing: City funds, State Historic Preservation grants
Objective: Provide information to public on appropriate historic remodel techniques; Cultural Heritage Commission Certificates of Appropriateness; Historic survey update
Time Frame: Ongoing, 2015-2023

Program H3.K Transportation Element Amendments. The City shall propose a stronger General Plan policy or policies and implementation program(s) to strengthen concurrency of development with infrastructure, especially streets and public transportation.

Responsibility: Public Works Department, Planning Division
Financing: Staff time
Objectives: General Plan Amendment
Time Frame: Address as part of overall General Plan update

Program H3.L Capital Improvement Programs for Neighborhood Improvement. The City shall continue to use Capital Improvement Program funds, and Community Development Block Grant (CDBG) funds to a limited extent, to assist in neighborhood improvement efforts.

Responsibility: CIP: City Manager, Public Works, Planning Division; CDBG: Housing Division
Financing: Capital Improvement Funds from General Fund and grant sources; Community Development Block Grant funds
Objectives: Improvement of neighborhood quality through specific improvements as outlined in CIP and CDBG Consolidated Plan
Time Frame: CIP during budget review; and CDBG 5 year plan and annual reviews

Program H3.M Parks and Recreation Element Update. The City shall, during the next General Plan Update, consider establishing a high priority for City park and recreation improvements near underserved higher density residential and mixed-use areas and follow Parks Master Plan recommendations regarding including community gardens and community buildings in existing or planned parks.

Responsibility: Parks and Recreation Department
Financing: General Fund
Objectives: Assure adequate parks to serve higher density areas
Time Frame: 2016-2018

Program H3.N Retain Federal, State and Locally Subsidized Affordable Units. The City shall, when feasible, continue to make it a priority to assist in retention of Federal, State and locally subsidized affordable housing when such units are threatened.

Responsibility: Housing Authority, Housing Division
Financing: HOME Acquisition Program, HOME and CDBG Rehabilitation Program, Federal HOME Loan Affordable Housing Program, Low Income Housing Preservation Program, and other sources of funds
Objectives: None at present; no units are at risk
Time Frame: Ongoing, 2015-2023

Program H3.O Rental Acquisition and Maintenance. The City shall acquire or assist acquisition of existing market rate substandard rental housing to rehabilitate and restrict it as rentals for extremely low, very low and low income households. This program shall include development of requirements for high quality ongoing property management and maintenance. This program was designated as a priority by the Housing Element Advisory Committee.

Responsibility: Housing Authority, Housing Division
Financing: HOME, CDBG Rehabilitation Program, Federal Home Loan Bank Affordable Housing Program, State and federal Tax Credit Program, local Housing Trust Fund
Objectives: Acquire or assist 15 units at Riverside and 31 added units of existing rental housing=46 units; maintain them as affordable. Develop standards for high quality ongoing property management and maintenance
Time Frame: Ongoing, 2015-2023; property management and maintenance standards shall be developed by the time first units are ready for occupancy

Program H3.P Mixed-Use Livability. The City shall develop guidelines or standards for residential mixed-use developments that address gaps in other City guidelines or standards to provide a quality living environment.

Responsibility: Planning Division
Financing: General Fund
Objectives: Mixed-Use review; new standards, guidelines as needed
Time Frame: 2018-2020

Goal H4 — We Have Housing Linked with Services for Our Special Needs Populations

Program H4.A **Emergency Shelters.** The City shall continue to assist in funding existing emergency shelter operations, including the winter shelter, and assist in acquisition of shelters for domestic violence victims and their children and other unmet emergency shelter needs and — through the Continuum of Care — assist coordination of available social services to address special needs. As needed, prepare written operation standards consistent with State Law.

Responsibility: Housing Authority, Housing Division, City Manager and County of Napa working with non-profits
Financing: Shelter Acquisition Programs, CDBG, General Fund, County Housing Trust funds
Objectives: Emergency Shelters to meet Continuum of Care identified unmet Needs
Time Frame: Ongoing, 2015-2023

Program H4.B **Permanent Supportive /Transitional Housing.** The City will assist in meeting needs for additional permanent supportive and transitional housing for previously homeless.

Responsibility: Housing Authority and County of Napa in coordination with Gasser Foundation, and other non-profits
Financing: Continuum of Care federal funds with local match, City and County Trust Funds
Objectives: Rehabilitate 8 bedroom home for new transitional housing for homeless families
Timing: 2015

Program H4.C **Support Services.** The City shall continue to proactively promote, support and implement additional support facilities and services to homeless persons and non-homeless persons with special needs. A major intent of the program is to reduce barriers that hinder clients' ability to obtain and retain housing, and increase the success of shelter/transitional programs.

Responsibility: Housing Authority, Housing Division and County of Napa Health and Human Services Agency working with Continuum of Care and other community-based organizations that provide housing assistance and supportive services for homeless and special needs groups

Financing: CDBG Funds for Shelter Operations; State Emergency Shelter Grants to improve services of existing shelters and expand capacity for services; Housing Opportunities for persons With AIDS

Objective: Retain existing and support and assist implementation of added support facilities and services

Time Frame: Day Services Center continuation in the community; other services are ongoing contingent on funding

Program H4.D Rental Assistance for Special Needs. The City Housing Authority shall continue to provide rental assistance for homeless persons and persons with special needs to the extent federal funding is available.

Responsibility: Housing Authority

Financing: Shelter Plus Care, Mainstream and other federal programs

Objectives: Maintain 10 Shelter Plus Care vouchers/year, 30 Mainstream vouchers for disabled/year and 100 Non Elderly Disabled (NED) Vouchers

Time Frame: Ongoing, 2015-2023

Program H4.E Capital Improvements for Non-Profit Facilities. The City shall continue to support the rehabilitation of non-profit facilities per the CDBG Consolidated Plan and its annual plans.

Responsibility: Housing Division

Financing: CDBG

Objectives: Provide funds to assist in maintenance of non-profit facilities serving low income and special needs groups

Timing: CDBG allocations

Program H4.F Encourage Well Managed New SRO Permanent Housing. The City shall amend the SRO Ordinance to assure excellent management of new single room occupancy permanent housing for lower income households and the City will encourage new SRO developments that meet standards.

Responsibility: Planning Division, City Attorney

Financing: Staff time

Objectives: Revise SRO Ordinance; 20 units for extremely low and low income

Time Frame: Ordinance revision by 2016; units by 2023

Program H4.G Rehabilitate Existing Facilities for SRO's. The City Housing Authority shall support efforts to rehabilitate existing facilities to provide SRO housing for special needs persons and groups. There is a lack of SRO units in the City for individuals with support service needs related to mental illness, alcohol and drug abuse, AIDS and other related diseases and disabilities, as well as for other very low income persons (including but not limited to service workers, farmworkers, developmentally disabled, etc.).

Responsibility: Housing Authority working with County social service and Mental Health Agency

Financing: CDBG and HOME Rehabilitation Programs and other federal funds

Objective: Rehabilitate 20 units of housing to SRO units

Time Frame: Ongoing, 2015-2023

Program H4.H Coordination with Napa County and Other Actions to address Farmworker Housing. The City shall continue to work with the County to address the housing needs of farmworkers. Seasonal farmworker housing is typically located in vineyard areas while the City has been a source of permanent rental housing. The City shall assist farmworkers in finding available housing by:

- a. Distributing bilingual information through organizations, agencies and at public locations.
- b. Implementing related lower income housing programs (such as H2.B, 2.E, 4.D, 4.F, 4.G).
- c. At least annually, and more often as needed, coordinating (through emails, phone calls or meetings) with Napa County and non-profits, such as Napa Valley Community Housing, California Human Development Corporation, the Continuum of Care Committee and Housing Committee of the Napa Valley Coalition of Non Profit Agencies that provide, or may provide services or housing for farmworkers when new funding opportunities arise, in response to potential project applications or during periodic meetings to discuss joint housing strategies.
- d. When developers meet with Staff, assisting developers seeking to provide a portion of their units for farmworkers through such means as identifying appropriate sites, providing funding or technical assistance for outside funds, and permit streamlining through the entitlement process (as was done with Magnolia Apartments, which provides 14 units of farmworker housing).

- e. At least bi-annually, or more often as funding is available, considering incentives such as added “points” during an RFP process for inclusion of farmworker units when City funding is involved in lower income development applications.

Responsibility: Housing Division
Financing: Staff time
Objectives: Promote access to new permanent housing in the City by distributing bilingual information when new affordable rental opportunities are available, implementing related programs, and coordinate with and assist County and non-profit agencies and developers. Facilitate development of 25 units (accomplished as part of programs H2.B, H4.F or other programs providing new lower income housing) for farmworkers and equivalent income households during planning period
Time Frame: Ongoing, 2015-2023 or as specifically noted in program

Program H4.I Housing for Developmentally Disabled Persons. The housing needs of persons with disabilities, in addition to basic affordability, range from slightly modifying existing units to requiring a varying range of supportive housing facilities. To facilitate the development of units to accommodate persons with developmental disabilities, the City shall reach out to developers of supportive housing to encourage development of projects targeted for persons with developmental disabilities. The City will also continue to support North Bay Housing Coalition to provide funding and technical assistance, when feasible, to complete repairs and improvements to two of their shared housing projects in Napa. The City will also work with the North Bay Housing Coalition to administer the Section 8 Mainstream Program.

Responsibility: Housing Division and Planning Division
Financing : Staff time
Objectives: Assist developers to apply for available State and Federal monies in support of housing construction and rehabilitation targeted for persons with disabilities, including developmental disabilities. Initiate a cooperative outreach program with the North Bay Regional Center to inform people when new housing becomes available for developmentally disabled persons. Continue to partner with the North Bay Housing Coalition to rehabilitate units for the developmentally disabled and provide access to Section 8 vouchers
Time Frame: Establish a partnership with the Regional Center by 2016, Assist developers as funding is available

Goal H5 — We Have A Strong Sense of Community and Responsibility

Program H5.A **Universal Design**. The City shall continue to ensure incorporation of California Title 24 Accessibility Regulations in new and rehabilitation projects, and consider adoption of a Universal Design ordinance extending these benefits to more housing types by, for example, requiring some percentage of units to contain universal design features (utilizing the State HCD model ordinance) and/or require developers to offer some accessible design features to buyers.

Responsibility: Planning and Building Divisions, City Attorney
Financing: Staff time
Objectives: Add Universal Design provisions to zoning ordinance
Time Frame: 2016

Program H5.B **Traffic Impact Overlay**. The City shall monitor “traffic impact” (:TI) overlay district” requirements when new residential mixed-use developments are proposed to identify whether they are creating significant obstacles to residential mixed use development and, if so, pursue modifications to the :TI Overlay.

Responsibility: Public Works Department, Planning and Building Divisions, City Attorney
Financing: Staff time
Objectives: Monitor as new developments are proposed. Pursue modifications to the :TI Overlay as needed
Time Frame: Ongoing unless changes to the :TI are needed

Program H5.C **Priority Processing**. The City shall adopt a policy, applicable to all departments, giving priority both before and after discretionary approvals, to 100% affordable projects or projects providing affordable housing onsite over other applications received earlier and potentially over City projects not involving immediate health or safety matters.

Responsibility: City Manager’s Office, Interdepartmental
Financing: Staff time
Objectives: Develop administrative policy for project processing during and after approvals
Time Frame: 2017

Program H5.D **Affordable Housing Fees.** The City shall continue to permit deferral of fees for affordable housing until project occupancy.

Responsibility: City Manager's Office, City Attorney, Interdepartmental
Financing: Staff time
Objectives: Retain ability to defer fees
Time Frame: Ongoing, 2015-2023

Program H5.E **Fair Housing.** The City shall continue to assist funding of fair housing programs operated by Fair Housing Napa Valley (FHNV) or other agencies, such as rent mediation, counseling tenants/landlords, property owners and real estate professionals in reaching voluntary conciliation; assisting tenants in filing official fair housing complaints with state and federal enforcement agencies; providing information on fair housing laws at general public, housing provider, tenant, social service organizations, other workshop trainings, and during individual counseling; and dispersing informational brochures at the foregoing places as well as at many locations throughout the County. Fair Housing specifically provides fair housing education, training and counseling to low income limited English proficiency persons (for example, at ESL Adult School classes); City funding assistance will continue to require such efforts.

Responsibility: City Manager's Office; Housing Division
Financing: CDBG Funds and/ or other local funds
Objectives: Retain Fair Housing agency
Time Frame: Ongoing, 2015-2023

Program H5.F **Database Monitoring.** The Planning Division of the City Community Development Department shall continue to update land use and other planning-related databases annually and integrate this in the City's GIS system in order to be able to:

- a. Monitor conversions/loss of units to other uses;
- b. Monitor housing development and needs achievements on an ongoing, rather than a periodic basis;
- c. Monitor the supply of vacant and underutilized land (residential and non-residential) on an ongoing, rather than a periodic basis.

Responsibility: Planning Division
Financing: General Fund
Objectives: Incorporate permit tracking and land use databases into GIS system

Time Frame: Ongoing, 2015-2023

Program H5.G Legislation. City and Housing Authority Staff shall continue to review and take positions, as needed, on pending legislation affecting housing and planning.

Responsibility: Housing Division, Planning Division, City Attorney

Financing: Staff time

Objectives: Monitor and support key legislation

Time Frame: Ongoing, 2015-2023

Program H5.H Housing Transfer Agreements. The City shall, as needed and as mutually agreeable, continue to negotiate housing transfer agreements with Napa County to meet common goals — particularly agricultural protection, revenue neutrality, impact mitigation and voter acceptance.

Responsibility: City Manager's Office, Planning Division, Housing Division, City Attorney

Financing: Staff time

Objectives: Assist County in meeting Housing Needs

Time Frame: Ongoing, 2015-2023

Program H5.I Cities/County Coordination. The City shall continue to work collaboratively with the County and other cities on Countywide housing and other planning issues.

Responsibility: City Manager's Office, Planning and Housing Divisions, Napa County
Transportation and Planning Agency

Financing: Staff time

Objectives: Improve coordination on City/County housing issues

Time Frame: Ongoing, 2015-2023

Program H5.J Community Outreach Efforts. The City shall increase Community outreach and educational efforts, including use of the City's website, by:

- a. Continue to assist residents through a "neighborhood resources" section on the City's website.
- b. Adopting clear Neighborhood Notice and Meeting Procedures for housing development applications.
- c. Using Specific Plan processes to create broad community based visions that include opportunities for housing.

- d. Expanding user friendly materials and information on the Planning process, timelines and guidelines.
- e. Providing Staff outreach/education/referrals about affordable and special needs housing, housing design and density, fair housing, available housing assistance programs.
- f. Expanding outreach and materials/handouts to non-English speaking sectors of the population.
- g. Researching and informing the non-profit community of new funding sources and programs when they come up.

Responsibility: a) *Planning Division; Community Outreach Coordinator*

b) *Planning Division*

c-d) *Planning Division primary*

e) *Housing Division primary*

f) *Housing, Planning Divisions*

g) *Housing Division primary*

Financing: *Staff time and materials*

Objectives: *Outreach and education*

Time Frames: a) *Ongoing, 2015-2023*

b) *2015*

c, d) *As Specific Plans are developed*

e) *Ongoing, 2015-2023*

f) *Ongoing as English materials are developed. Development of fliers and brochures -- ongoing; meetings -- ongoing; fairs -- ongoing*

g) *Ongoing, 2015-2023*

Program H5.K Use of Funds. The City shall continue to utilize existing and future housing impact fees, and other sources such as local revenue bonds, and continue to apply for State and federal funds to be used for the development of housing that is affordable to very low, low and moderate income households, special needs housing and support services, first time homebuyer programs, retention of existing subsidized units as affordable, assisting very low and low income renters, rehabilitation of existing very low and low income units. When the City issues a Notice of Funding Availability (NOFA) projects that meet the following criteria will be prioritized:

- Incorporate cost efficient methods for home construction and operation, including value engineering;
- Address State requirements for minimum unit sizes unless applicant can justify alternative sizes;
- Include energy/water efficient and sustainable building methods and materials; and
- Locate within close proximity to transit, employment, and services.

Responsibility: Housing Authority, Housing Division
Financing: Local, State and federal sources including HOME funds, Mortgage Credit Certificate allocations, Low Income Housing Tax Credits, etc.
Objectives: Implementation of Housing Programs
Time Frame: Ongoing, 2015-2023

Program H5.L Maximize Rental Subsidies. The City shall continue to use, to the fullest extent possible, available Federal subsidies to residents through the Section 8 or other rental assistance programs. The Housing Authority will provide information to local residents on the use of any new housing assistance programs which become available.

Responsibility: Housing Authority, Housing Division
Financing: Section 8 Voucher Program
Objectives: Maintain existing allocation of up to 1,378 Section 8 Rental Vouchers Countywide (including Program 4.D special needs vouchers)
Time Frame: Ongoing, 2015-2023

Program H5.M Public/Private Partnerships. The City shall continue to encourage use of private resources as available to help meet identified housing needs and will actively pursue partnerships and ongoing communication with housing agencies/service providers.

Responsibility: Housing Division
Financing: Private sources
Objectives: Use of private resources to achieve housing element goals
Time Frame: Ongoing, 2015-2023

Program H5.N **Water and Sewer Service Provider Coordination.** In accordance with Government Code Section 65589.7, as revised in 2005, immediately following City Council adoption, the City will deliver a copy of the 2015-2023 Housing Element to all public agencies or private entities that provide water or sewer services to properties within the City of Napa.

Responsibility: Planning Division
Financing: Staff Time
Objectives: Ensure that water and sewer providers are aware of the City's plans for residential development throughout the City
Time Frame: By January 31, 2016

Program H5.O **Priority Water Service.** The City shall adopt specific procedures for granting priority water service to proposed developments that include housing units affordable to lower-income households when available water supply is limited.

Responsibility: Community Development Department, Public Works Department
Financing: Staff time
Objectives: Develop administrative policy for granting priority water service during times of limited water supply.
Time Frame: 2016

Section 4.2 Quantified Housing Objectives

State law requires the Housing Element to include quantified objectives for the maximum number of units that can be constructed, rehabilitated or conserved. Policies and programs establish the strategies to achieve these objectives. The City's quantified objectives are described under each program and represent the City's best effort in implementing each of the programs. For lower income categories, assumptions are based primarily on past program performance and projected funding availability. For market rate units, objectives are estimated based on historic building activity, current construction trends and land availability.

In general, new construction totals are at or above the City's regional housing needs allocation (RHNA) numbers described in Section 6 except for extremely low and very low income units, where limited funding is the key constraint. However, a planned transitional housing facility is expected to assist 8 extremely low income households, and rehabilitation and voucher programs also target and assist lower income households. The figure below summarizes the City's quantified program and market rate objectives for housing units during the 2015-2023 planning period.

Figure 4.1 Napa Housing Element Summary of Quantified Objectives (2015-2023)

Income Category	New Construction	Rehabilitation	Conservation and Preservation*
Extremely Low Income***	20	42	978
Very Low Income	85	81	331
Low Income	150	151	69
Moderate Income**	538		0
Above Moderate Income~	1,142		0
Total	1,935	274	1,378

*Includes maintenance of existing voucher program (Program H5.L)

**Includes market rate rental units

***Does not include an 8 bedroom transitional housing facility currently planned with local funding approvals

~Includes single family detached and attached