



CITY OF HEALDSBURG HOUSING ELEMENT WORK GROUP SPECIAL MEETING AGENDA

City Hall Council Chamber
401 Grove Street
Healdsburg, CA 95448
Phone: 431-3317

Date: January 31, 2022
Time: 6:30 P.M.
Date Posted: January 28, 2022

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, the Special Meeting will not be physically open to the public and all Housing Element Work Group (HEWG) members will be teleconferencing into the meeting via Zoom. To maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting by using the hyperlink below and may provide public comment by Zoom during the public comment period.

How to Observe the Meetings

To maximize public safety while maintaining transparency and public access, the HEWG will be using Zoom Webinar service to allow remote participation.

To Watch the Meeting and Submit Public Comment as Part of the Zoom Webinar:

To join by computer, tablet, or mobile device:

1. Go to <https://zoom.us/join> and type in the **Webinar ID: 835 9405 1887** or follow this link: <https://cityofhealdsburg-org.zoom.us/j/83594051887> Pre-registration for the meeting is not required.
2. Fill in your full name, verify you are not a robot (if required), and click “Join.”
3. If the meeting host has started the Webinar, you should join automatically. If the meeting host has not started the Webinar, remain in the Webinar and it will start shortly.

To join by phone:

1. Dial 669-900-9128 or 253-215-8782 or 346-248-7799.
2. Enter the meeting ID: 835 9405 1887 and press # #.
3. If the meeting host has started the meeting, you should join automatically. If the meeting host has not started the meeting, remain in the meeting and it will start shortly.

To Submit Public Comment:

By computer, tablet, or mobile device:

1. In the bottom center of the screen is a hand icon, click on “Raise Hand”. The hand icon will place you in line to speak.

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2. When it is your turn to comment, the meeting moderator will call upon you to comment. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. When you are done commenting, please remember to lower hand.

By phone:

1. Press *9 to raise your hand.
2. When it is your turn to comment, the meeting moderator will call the last four digits of your phone number. Press *6 to speak at that time. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. At the conclusion of your comments or when three minutes has passed, the meeting host will remove your ability to talk.

Americans with Disabilities Act Accommodations

Any member of the public who needs accommodations should email Stephen Sotomayor at ssotomayor@healdsburg.gov or by calling 707-431-3396. Staff will use their best effort to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility>.

1. CALL TO ORDER/ROLL CALL

- A. Roll Call
- B. Approval of January 31, 2021 Special Meeting Agenda

2. ANNOUNCEMENTS/PRESENTATIONS

None.

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to the Housing Element Work Group. Pursuant to the Brown Act, however, the Work Group cannot consider any issues or take action on any requests during this comment period. Speakers are encouraged to limit their comments to 3 minutes maximum so that all speakers have an opportunity to address the Work Group.

4. STAFF REPORTS AND UPDATES

- A. Public Outreach & Media Strategy Update
- B. Housing Site Analysis Update

5. OLD BUSINESS

None.

6. NEW BUSINESS

- A. Discussion on Housing Policies & Programs

7. WORK GROUP REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING (Information Only)

8. ADJOURN HOUSING ELEMENT WORK GROUP MEETING

Worksheet 1 -- Housing Element Policy Analysis Framework -- Working Group Input

| 5th Cycle Housing Element Goals & Policies | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
|--|---------------------------------|-------------------------|--|----------------|
| | 5th Cycle Accomplishments | Notes & Lessons Learned | Disposition: 'Delete', 'Keep', 'Consolidate', 'Modify', or 'New' | Notes/Comments |

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|--|--|--|--|--|
| Goal A -- Accommodating Housing Development | | | | |
| Maximize opportunities for the development of a variety of housing types to accommodate anticipated growth, facilitate mobility within both the ownership and rental markets, and encourage a diverse community. | | | | |

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|-----|---|--|--|--|--|
| A-1 | Maintain a supply of residentially-designated land that is adequate to accommodate Healdsburg’s share of the regional housing need and facilitate residential turnover with relative ease. | Ongoing. The City has not downzoned residential properties, reclassified residentially-designated property to other uses, or developed a residential site with fewer units than what is assumed for the site in the Housing Element sites inventory during the 5th Cycle. | This was an ongoing effort to develop both City owned property and to approve new AH projects or Inclusionary units. The main lesson learned is that there needs to be an active pipeline of housing: from land purchase to units occupied is 3-4 year process. So land bought in 2023 will be a project for the mid-6th Cycle, land bought past 2027 will be a 7th Cycle project. | | |
| A-2 | Encourage residential projects to develop at the higher end of the allowable density range. | Ongoing. The City has encouraged residential projects to achieve the maximum density through density bonuses, especially in affordable housing projects. | Density does not always correlate with affordability in the Healdsburg Market. | | |
| A-3 | Consistent with “no-net-loss” density provisions contained in Government Code Section 65863, consider the potential impact on the City’s ability to meet its share of the regional housing need when reviewing proposals to downzone residential properties, reclassify residentially-designated property to other uses, or develop a residential site with fewer units than what is assumed for the site in the Housing Element sites inventory. | Ongoing (new statutory standards) The City has not downzoned residential properties, reclassified residentially-designated property to other uses, or developed a residential site with fewer units than what is assumed for the site in the Housing Element sites inventory during the 5th Cycle | The City has maintained its supply of residentially-designated land adequate to accommodate RHNA | | |
| A-4 | Provide a wide range of housing opportunities for all economic segments of the community, while maintaining a mix of housing types in Healdsburg. | Ongoing. During the 5th Cycle the City provided housing at the full range of income categories from Extremely Low Income up to Middle income. The Mill District is one such example of a variety of units serving a mix of incomes. | While there are many funding sources for low-income housing, there are not sources for Middle Income housing, which is a large need in our community. If all projects are Tax-Credit projects or bond projects, you do risk the concentration of AH units as the average AMI needs to be below 60%. | | |

| 5th Cycle Housing Element Goals & Policies | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
|---|---|--|--|--|----------------|
| | | 5th Cycle Accomplishments | Notes & Lessons Learned | Disposition: 'Delete', 'Keep', 'Consolidate', 'Modify', or 'New' | Notes/Comments |
| A-5 | Ensure that specific plans allow the development of a range of housing types, to the extent feasible. | Ongoing. Specific Plans (and other development plans) including North Entry and Mill District all include mix of housing types and sizes | | | |
| A-6 | Encourage the retention and development of rental units. | Ongoing. The City has placed a focus on the development of rental units and has preserved 39 rental units as affordable through the Healdsburg Scattered Site project. During this cycle the City also issued 3 Requests for Qualifications for the development of affordable rental units. | The City has been successful in the development and retention of rental units. Additional exploration of SFH rentals may be merited. | | |
| A-7 | Avoid concentrations of lower-income households to promote social and economic integration. | Ongoing. AH has been integrated in the community and dispersed. In addition, the City's IHO requires units to be built on-site, which allows for income-mixing. | Funding streams for AH make it difficult to create mixed projects, unless the AH is a component of a larger project. | | |
| A-8 | Encourage residential development in the <i>Central Healdsburg Avenue Special Study Area</i> consistent with the vision in the <i>Central Healdsburg Avenue Area Plan</i> . | Not Completed. The plan and amendments for the CHAP area have been adopted. Staff works on a day-to-day basis responding to development inquiries and provides land development policy direction to interested parties. | | | |
| Needed or Potential New Policies: | | | | | |
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| Goal B -- Minimizing Constraints (to housing production) | | Minimize governmental constraints on the development of housing for households of all income levels. | | | |
| B-1 | Minimize the length of the review process for residential development applications to the extent feasible in order to minimize development costs. | Ongoing. | | | |
| B-2 | Lessen the City's Growth Management Program as a constraint on the development of multifamily and live-work housing, as feasible. | Ongoing. Three ballot measures to reform GMO conducted in past 6 years (Measure R, Measure P, Measure H.) P and H passed. | Measure P may need to be revisited as it is not producing units. COVID-19 increased the demand on market rate homes and therefore made housing even more unaffordable in Healdsburg. | | |
| B-3 | Continually strive to minimize the time needed for the City to review and act on applications for small subdivisions of residentially-zoned land. | Ongoing. | | | |

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| B-4 | Endeavor to provide consistent and predictable policy direction for residential project applicants through development and design standards and decision making. | Ongoing. | | | |
| B-5 | Continue to reduce the required number of parking spaces and waive the requirement for covered parking for senior and affordable housing developments, as feasible, if this will reduce development costs or improve the design of a project. | Ongoing. Part of project evaluation that considers parking requirements on discretionary basis; also the reduction in ADU parking requirements. | Reducing parking requirements does not address the reality of under parked housing units. | | |
| Needed or Potential New Policies: | | | | | |
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| Goal C -- Providing Affordable Housing | | Facilitate the provision of affordable housing for those who live and work in Healdsburg. | | | |
| C-1 | Maintain an adequate supply of land appropriate in terms of density and location for the development of housing affordable to lower- and moderate-income households. | Ongoing. The City has not downzoned residential properties, reclassified residentially-designated property to other uses, or developed a residential site with fewer units than what is assumed for the site in the Housing Element sites inventory during the 5th Cycle. | This was an ongoing effort to develop both City owned property and to approve new AH projects or Inclusionary units. The main lesson learned is that there needs to be an active pipeline of housing: from land purchase to units occupied is 3-4 year process. So land bought in 2023 will be a project for the mid-6th Cycle, land bought past 2027 will be a 7th Cycle project. | | |
| C-2 | Work with non-profit organizations to benefit from their expertise and the resources available to them for the development of affordable housing and its ongoing support. | Ongoing. The City has built partnerships with several non-profit organizations for the development of City-owned property for AH and for the acquisition of multi-family housing stock | While non-profit organizations have been the developers of AH, the City has had success in negotiating AH from Hotel developments with market rate developers. | | |
| C-3 | Facilitate the development of housing affordable to lower- and moderate-income households, including first-time homebuyers. | Ongoing. The City has facilitated the development of lower and moderate income housing through Das, RFQ/RFP and through partnerships. In addition the City works with the Sonoma County HLT for home-ownership opportunities for inclusionary units. | | | |

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| C-4 | Support the efforts of partners in local affordable housing projects to secure financial assistance. | Ongoing. During the 5th Cycle the City has partnered with AH developers in the securing of financial assistance for AH. In addition the City has applied for an received nearly \$8M in grant funding. | Many of the State funding programs identify areas in which priority is given for development based upon transportation, income, and access to resources. Advocacy on Rural vs. Urban designation may be worth the effort to increase funding competitiveness. | | |
| C-5 | Continue to require the provision of low- and moderate-income housing within residential development projects subject to the Inclusionary Housing Program. | Completed. The City's Inclusionary Housing Ordinance revised in 2019 requires on-site construction. The city updated the IHO to better reflect the needs of the community. | Beyond the IHO, Hotel development has also been required to include AH. | | |
| C-6 | Defer certain fees on affordable housing developments until issuance of a Certificate of Occupancy (COO) to help offset development costs for affordable housing. | Ongoing. The City evaluates the need of each AH project and offers fee deferrals when justified. | | | |
| c-7 | Approve density bonuses and other affordable housing incentives in accordance with State law and continue to grant an additional density bonus when an applicant proposes a project in which 100 percent of the remaining units not restricted to lower-income households will be affordable to moderate-income households. | Ongoing. The City continues to consider requests for Density Bonus awards consistent with state law, and on a case-by-case basis for individual development proposals. In 2016, the City approved Density Bonuses for two affordable housing projects: 1201 Grove Street and 1260 Grove Street. Healdsburg Glen Apartments and Citrine Apartments both began construction in 2017 and were occupied in 2018. The Mill District project requested and received a 35% density bonus in its March 2019 approval. | Providing additional objective standards and compliance options will improve the efficiency of density bonus option. See Program .. | | |
| c-8 | Strive to provide housing opportunities that are affordable to the local workforce. | Ongoing. | Move to Goal I | | |

| 5th Cycle Housing Element Goals & Policies | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
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| C-9 | Consider establishing a Workforce Housing Linkage Fee to generate funding for new affordable housing that serves the needs of the local workforce. | Not Completed. The City Council charged the Community Housing Committee with reviewing funding options, including a commercial linkage fee, to increase funds available for affordable housing. The CHC completed this work in early 2018. The City Council has also directed study of a hotel inclusionary program which was later deemed not to be in the best interest of the City. The City already completed an affordable housing funding plan in 2019. | While the Hotel linkage fee seemed to be a good approach to workforce housing, the study and associated fees proved to be less than what the City was successful in negotiating through Development Agreements. | | |
| C-10 | Support the Community Land Trust model of providing affordable homeownership for the local workforce. | Ongoing. The City Continues to work with the Sonoma County HLT for the provision of homeownership opportunities. | Move to Goal I | | |
| C-11 | Explore creative housing types such as accessory dwelling units, co-op housing, micro units, and other flexible housing types to increase opportunities for affordable rental and homeownership. | Ongoing. The City has updated its ADU ordinance. Additionally, the City is working with jurisdictions in Sonoma and Napa Counties to implement best practices to encourage the development of Accessory Dwelling Units. The City also exempted smaller units from IHO and fees to encourage micro-units. This is included in the HAP. | Creative Housing types still have funding gaps in this market. | | |
| Needed or Potential New Policies: | | | | | |
| | Funding policy? | | | | |
| Goal D -- Preserving Housing & Neighborhoods Goal: | | Achieve the conservation and maintenance of the existing housing stock and residential neighborhoods in Healdsburg. | | | |
| D-1 | Promote the preservation of the community's housing stock, especially affordable and special needs housing. | Ongoing. The City was successful in the acquisition of 39 units of naturally occurring affordable housing. In addition the City conducted a survey on special needs housing related to homelessness and has been successful in acquiring units for those needs (L&M Village) | Acquisition is proving to be more successful strategy in today's funding environment. | | |

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| D-2 | Monitor affordable housing projects to ensure their continued occupancy by appropriate individuals and households. | Ongoing. As a part of the City's Affordable Housing Agreements, AH developers are required to report annually on project requirements. LIHTC projects also report to the State. | The City should invest in contracting for project monitoring. | | |
| D-3 | Control rent increases on mobile home park spaces. | Ongoing. The City continues to encourage adherence to the rent stabilization advisory issued in 2015 and continues to partner with Reach for Home to provide rent stabilization services to those in need. | Possible review of the City's Mobile Home Ordinance. | | |
| D-4 | Maximize the length of time that affordable housing is available to lower- and moderate- income households. | Ongoing. The City imposes 55-year deed restrictions on AH projects. During the 5th Cycle the City was able to add 3 deed-restrictions on market rate apartments and to extend the affordability period of 3 project through new covenants. | We are meeting the industry standard. The larger question is our ability to control length of time that an over-income individual can stay in a restricted unit so they do not end up in an unaffordable unit. | | |
| D-5 | Continue to impose long-term restrictions on the maximum rents and sale prices of affordable housing that is developed with City assistance as well as inclusionary units provided by private developers. | Ongoing. The City imposes a 55-year deed restriction. Sonoma County HLT homes are affordable in perpetuity. | We are meeting the industry standard. | | |
| D-6 | Discourage the conversion of multifamily rental units to condominium units in order to preserve the supply of rental housing in the city. | Ongoing. The City is committed to strengthening tenant protections, while monitoring for potential condominium conversion proposals and will continue to enforce state requirements if, and when needed. The City adopted a rental relocation ordinance in excess of State law in 2019. | This has not proven to be a huge issue. | | |
| D-7 | Protect residential neighborhoods from the negative effects of commercial uses. | Ongoing. Code Enforcement staff continues to actively respond to all complaints and follow up with any corrective measures. | | | |
| Needed or Potential New Policies: | | | | | |
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| Goal E -- Providing Special Needs Housing Goal: | | Provide a range of housing opportunities for Healdsburg residents with special needs, including the elderly, people with disabilities, single parent-households, large households, farmworkers, extremely low-income residents, and the homeless. | | | |

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| E-1 | Address the housing needs of the disabled, including residents with developmental disabilities. | Ongoing. The City partnered with Freebird Development for the Saggio Hills project, which is intended to reserve 10 units for DD. | Vouchers to assist the DD can help a project's financial feasibility. Need for these units is more of a countywide issue that the City should evaluate. | | |
| E-2 | Address the housing needs of the homeless and those in peril of becoming homeless. | Ongoing. The City Operates an 11-unit supportive housing facility and will have in operation a 22-unit transitional shelter. In addition, the City has 15 units of PSH under construction or in development. | The City is reaching the number of units necessary to achieve functional zero. Ongoing operational funding and long-term uses for these facilities should be evaluated. | | |
| E-3 | Address the housing needs of transient single farmworkers. | Ongoing. City staff monitors farmworker housing and related program activities that affect Healdsburg and facilitates support when able. Outreach efforts also include bilingual materials and provision of translation services. The City also adopted an ordinance revising the Healdsburg Municipal Code to expand the zoning districts where employee housing for six or fewer is allowed by right and allowing for larger employee housing for 7 to 12 agricultural workers as a conditional use. | The City should engage industry representatives to better understand the need for transitional farmworker housing within the City limits. Potential partnerships with industry could help to reduce subsidy, provided there is a need. | | |
| E-4 | Promote the siting, production, rehabilitation, and preservation of housing for extremely low-income households, including non-traditional housing types. | Ongoing. The City acquired 39 units of naturally occurring affordable housing in 2019. The City also purchased a motel for transitional housing through the State of California Project Homekey program. | | | |
| E-5 | Encourage development, rehabilitation, and preservation of senior housing, particularly in neighborhoods that are accessible to public transit, commercial services, and health and community facilities. | Ongoing. Through the use of 4% Bonds in partnership with Burbank Housing the City was able to renovate the Canyon Run Senior Affordable Apartments and extend their affordability period by an additional 55 years. | Due to the size of Healdsburg, most developments are walkable to resources. The challenge is that LIHTC program guidelines deduct points for anything service past 1/4 mile. | | |
| E-6 | Continue to provide individuals with disabilities reasonable accommodation through flexibility in the application of land use and zoning regulations when necessary to eliminate barriers to housing opportunities. | Ongoing. Building staff ensures code requirements are met and Code Enforcement staff typically responds to all complaints and follows up with any corrective measures. | | | |

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| E-7 | Require the inclusion of units meeting special needs in affordable housing projects developed with City assistance, where feasible. | Ongoing. The City has partnered to have 25 units that meet this criteria. | We should formalize this policy. | | |
| E-8 | Enforce Building Code requirements for the inclusion of adaptable disabled-accessible units in multifamily development projects that are subject to such requirements | Ongoing. Building staff ensures code requirements are met and Code Enforcement staff typically responds to all complaints and follows up with any corrective measures. | | | |
| E-9 | Support the efforts of partners in special needs housing projects to secure financial assistance. | Ongoing. The City supports Reach for Home in the provisions of these services on a contract basis. | | | |
| Needed or Potential New Policies: | | | | | |
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| 5th Cycle Housing Element Goals & Policies | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
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| Goal F -- Achieving Fair Housing Practices: | | Provide a range of housing opportunities for Healdsburg residents with special needs, including the elderly, people with disabilities, single parent-households, large households, farmworkers, extremely low-income residents, and the homeless. | | | |
| F-1 | Discourage discriminatory housing practices. | Ongoing. The City has partnered with Fair Housing Advocates of Sonoma County to expand fair housing services in Healdsburg, act as an ombudsman assisting with tenant/landlord issues and provide education for property owners/managers and tenants. | Further study of how local preference and fair housing interact may be merited. | | |
| F-2 | Provide guidance to the public about fair housing practices. | Ongoing. The City has partnered with Fair Housing Advocates of Sonoma County to expand fair housing services in Healdsburg, act as an ombudsman assisting with tenant/landlord issues and provide education for property owners/managers and tenants. | | | |
| F-3 | Provide equitable public services throughout the city, including public transportation, crime prevention, police protection, street lighting, street cleaning, and recreational facilities and programs. | Ongoing. | May want to drop this policy or revise. | | |
| Needed or Potential New Policies: | | | | | |
| Goal G -- Conserving Energy & Protecting Climate: | | Achieve energy conservation in residential development and reduce greenhouse gas emissions. | | | |
| G-1 | Promote energy efficiency and conservation measures in existing housing. | Ongoing. City staff continues to review building permits and development proposals to ensure compliance with Cal Green standards. | | | |

| 5th Cycle Housing Element Goals & Policies | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
|--|--|--|--|--|----------------|
| | | 5th Cycle Accomplishments | Notes & Lessons Learned | Disposition: 'Delete', 'Keep', 'Consolidate', 'Modify', or 'New' | Notes/Comments |
| G-2 | Require energy-efficiency performance in new housing that meets or exceeds minimum State standards. | Ongoing. REACH code and all electric. | | | |
| G-3 | Promote energy-efficient residential site development practices. | Ongoing. City staff continues to review building permits and development proposals to ensure compliance with Cal Green standards. | | | |
| G-4 | Reduce residential cooling needs associated with the urban heat island effect. | Ongoing. REACH code and all electric. | May need to revise. | | |
| G-5 | Accommodate pedestrians, bicyclists, and transit in new residential development. | Ongoing. Both pedestrian and bicycle facilities and circulation considerations are part of staff review for all long-range plans, development entitlements, and plan review applications. | | | |
| G-6 | Provide safe routes for bicycling and walking between housing and transit stops, commercial services, and schools. | Ongoing. Both pedestrian and bicycle facilities and circulation considerations are part of staff review for all long-range plans, development entitlements, and plan review applications. | | | |
| G-7 | Promote infill development to maximize the use of existing infrastructure and encourage patronage of alternative transportation modes. | Ongoing. | | | |
| G-8 | Require the planting of street trees as a part of all residential development projects. | Ongoing. | | | |
| G-9 | Require the perimeter and interior of parking lots associated with residential development to be landscaped with shrubs and shade trees. | Ongoing. | | | |
| Needed or Potential New Policies: | | | | | |
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| Goal I -- Providing Workforce Housing: (new goal) | | Expand housing opportunities for working families in Healdsburg with family incomes between 80 percent and 150 percent of AMI | | | |
| I-1 | Strive to provide housing opportunities that are affordable to the local workforce. | Ongoing. See documentation of meeting/exceeding RHNA and HAP objectives. | Very vague-- we need more specifics and to define workforce. | | |

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| I-2 | Support the Community Land Trust model of providing affordable homeownership for the local workforce. | <p>Ongoing. The City continues to contract with the Housing Land Trust (HLT) of Sonoma County to actively monitor the existing stock of for-sale deed-restricted affordable units, provide resources and support to low-income homeowners, and to work with developers to qualify low-income families and assist them with their purchase of new for-sale deed-restricted units. The City and HLT continue its practice to conduct a bilingual outreach program and continue to prepare printed outreach materials in Spanish and provide Spanish translation services at public workshops. City staff continues to maintain a good working relationship with the staff at the Housing Land Trust, and continues to move ahead with successful placements in the units which are created and become available.</p> | Additional homeownership models may be needed beyond HLT. | | |
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Worksheet 2 -- Housing Element Program Analysis Working Group Input

| 5th Cycle Housing Element Programs | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
|---|--|--|---|--|----------------|
| | | 5th Cycle Accomplishments | Notes & Lessons Learned | Disposition: 'Delete', 'Keep', 'Consolidate', 'Modify', or 'New' | Notes/Comments |
| 5th Cycle Housing Element Programs (2015-2023) | | | | | |
| P-1 | Land Supply Monitoring Monitor the supply of residential land to ensure that sufficient developable land is planned and zoned for single family and multifamily residential development. | Ongoing. The City has not downzoned residential properties, reclassified residentially-designated property to other uses, or developed a residential site with fewer units than what is assumed for the site in the Housing Element sites inventory during the 5th Cycle. | Requires long-term planning to be successful across a HE cycle. | | |
| P-2 | Implement Central Healdsburg Avenue Plan Amend the General Plan and Zoning Ordinance to incorporate the Mixed Use, Transit Residential, and Medium Density Residential land use designations envisioned in the Central Healdsburg Avenue Plan. | Not Completed. The plan and amendments for the CHAP area have been adopted. Staff works on a day-to-day basis responding to development inquiries and provides land development policy direction to interested parties. | | | |
| P-3 | Annual Progress Reports Review and report annually on the implementation of Housing Element programs for the prior calendar year, and present the annual report to the City Council at a public hearing before submitting the annual report to the California Department of Housing and Community Development (HCD) and the Office of Planning and Research (OPR). | Ongoing. All APRs have been submitted and accepted. | | | |
| P-4 | Standards for Live-Work Units Amend the Zoning Ordinance to allow more flexibility in the development of live-work units, such as allowing residential uses in separate structures. | Completed. City updated its IHO, ADU and GMOPP ordiannces and procedures. This includes policies that allow for live-work units. | Sometimes live-work units may not meet market demand (North Village) | | |
| P-5 | Maintain Adequate Staffing. Maintain City staffing and/or contracted services at levels adequate to ensure the prompt consideration of residential development applications. | Ongoing. Hiring of full time Housing Administator, Staffing has been maintained. | If programs continue to expand, additioanl staffing may ne necessary. | | |

| 5th Cycle Housing Element Programs | | # 1 -- Status & Lessons Learned | | #2 -- Working Group Recommendations | |
|------------------------------------|---|--|--|--|----------------|
| | | 5th Cycle Accomplishments | Notes & Lessons Learned | Disposition: 'Delete', 'Keep', 'Consolidate', 'Modify', or 'New' | Notes/Comments |
| P-6 | Monitor and Amend the Growth Management Ordinance. Continue to monitor the impacts of the Growth Management Ordinance (GMO) on the provision of housing to meet the city's share of the regional housing need and provide for a variety of housing types. Consider further amendments to the GMO in order to facilitate the production of multifamily and/or live-work units. | Ongoing. The City had three ballot measures: Measure R, Measure P, Measure H to amend the GMO. In addition the City revised its GMOPP. | Market rate housing supply plays a critical role in housing affordability. | | |
| P-7 | Provide City Assistance. Provide financial assistance to developers of affordable housing through land donations and long-term leases, the ongoing fee-deferral program, subsidies for City fees and on- and off-site improvements, loans, and other forms of assistance. The City shall consider its unmet regional housing needs, including those of extremely low-income households, when providing such assistance | Ongoing. Healdsburg Family Apartments, Saggio Hills, 155 Dry Creek, inclusionary units, Scattered Site Acquisition, Project Homekey, Mill District, and Oak Grove. The City evaluates each project for financial feasibility. | Land donation sans subsidy had been working so far, but for developments included in IHO or DA. City land/RFQ process has proven that there is a need for additional subsidy for off-site improvements. | | |
| P-8 | Pursue Funding. Apply for regional, State, and Federal funding for affordable housing and provide documentation as needed in support of partner applications for State and Federal financial assistance. | Ongoing. <u>Affordable Housing Funding and Program Report</u> presented to City Council October 21, 2019. Council provided direction regarding disposition of City-owned sites. Affordable Housing site analysis | City has received nearly \$8M in AH funding over the past three years. | | |
| P-9 | Extremely Low Income Housing. Promote housing for extremely low-income households through the resources identified in Program H-7, by encouraging and supporting funding applications for developers of permanent supportive housing, and by continuing to provide for housing with supportive services, single-room occupancy housing, and shared housing in the Zoning Ordinance | Ongoing. Victory Studios and L&M Village. This includes the leveraging of \$1M in HEAP for the master lease of 10 SHU and using an RFQ to add 5 SHU to an AH development. | With the purchase of the L&M operational funding becomes more of a need. | | |
| P-10 | Housing Program Administration. Contract with the Housing Land Trust of Sonoma County or another suitable organization or consulting firm if needed to administer affordable housing programs within the city. | Ongoing. | The City should explore partnership with other cities in contracting for monitoring services. The City has been working with the County to establish this for rental units beyond TCAC/CDLAC monitoring. | | |

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| P-11 | Maintain Eligibility for Funding. Participate in the Joint Powers Authority with Sonoma County and other Sonoma County jurisdictions in order to continue the City's eligibility for State and Federal funding (e.g., CDBG and HOME programs). | Ongoing. City Continues to participate, Healdsburg served as the Chair of the CTAC from 2020-2021 | The CTAC JPA agreement desperately needs revision when it expires in this planning period. | | |
| P-12 | Inclusionary Housing Program. Continue to implement the Inclusionary Housing Program. Consider revisions to the inclusionary housing requirements, including a revision to include an inclusionary housing obligation for units under 1,300 square feet, which are currently (2014) exempt, and revisions to the current fee structure to be on a per-square-foot basis. | Complete. | | | |
| P-13 | Workforce Housing Linkage Fee. Conduct a jobs/housing nexus study to analyze and document the link between non-residential development and the housing demand that it creates. The study shall analyze thresholds of significance, standards, and different criteria for the various types of employment uses that attract lower-wage jobs to the city. Based on the findings of the study, the City shall consider adopting an appropriate Workforce Housing Linkage Fee. | Not Completed. The City Council charged the Community Housing Committee with reviewing funding options, including a commercial linkage fee, to increase funds available for affordable housing. The CHC completed this work in early 2018. The City Council has also directed study of a hotel inclusionary program which was later deemed not to be in the best interest of the City. The City already completed an affordable housing funding plan in 2019. | The hotel inclusionary program proved to be less beneficial to the City than DA negotiations. | | |

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| P-14 | <p>Affordable Secondary Dwelling Unit Incentive Program. Develop an affordable secondary dwelling unit incentive program to encourage property owners to deed restrict secondary dwelling units as affordable rental housing for lower- or moderate income households. As part of the program, the City shall establish long-term affordability requirements and a monitoring program to ensure the long-term affordability is maintained. The City shall impose a small monitoring fee to cover program costs. Incentives may include but are not limited to:</p> <ul style="list-style-type: none"> -- An increase in the maximum allowed size of second units; -- A reduction in the minimum lot size on which second units are allowed; -- Reduced setbacks and/or other property development standards; and/or -- Permit and development fee modifications. | <p>Complete. Adopted in 2019. https://www.ci.healdsburg.ca.us/853/Accessory-Dwelling-Units---ADUs</p> | <p>ADUs do not always equal AH. Production is up since the new ordinance and fee reduction</p> | | |
| P-15 | <p>Provide Information on Secondary Dwelling Units. Promote the development of second dwelling units by preparing and distributing an informational brochure on the permitting procedures and other requirements for building secondary dwelling units in the city.</p> | <p>Ongoing/Sonoma/Napa collaborative participation</p> | | | |
| P-16 | <p>Saggio Hills Affordable Housing. Develop the Saggio Hills affordable housing site with a range of housing types and target income groups. Necessary steps to its development include preparation of an analysis to determine the housing needs and preferences of potential future residents, preparation of a site master plan based on a community planning process and any necessary environmental documents, review through the City entitlement process and partnering with one or more developers.</p> | <p>Completed.</p> | | | |

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| P-17 | Meetings with the Development Community. Conduct annual meetings with the development community to publicize available incentives and housing programs, such as the density bonus ordinance, small subdivision ordinance, and Growth Management Ordinance exemptions. | Ongoing. | May want to expand upon this program to better identify what outcomes we expect. | | |
| P-18 | Legislative Advocacy for Affordable Housing. Actively advocate for the State and Federal governments to provide additional financial resources for affordable housing. | Ongoing. The City adopted a Legislative Platform in 2021 that identifies the City Council's Legislative positions on Housing Related Issues. | The amount of laws being passed at the State related to housing are aimed at larger cities, are punitive in nature, do not reward production, and are disengaged from the reality of housing production and do not meet local needs. Increased advocacy is recommended, but should be coordinated with other independent cities, the County and our Congressional/State delegation (SB 330 example) | | |
| P-19 | Update Density Bonus Ordinance. Update the Affordable Housing Incentives Ordinance (aka Density Bonus Ordinance) to fully comply with State law requirements for review procedures for Density Bonus applications. The City shall review the ordinance in light of recent case law and determine whether or not the Density Bonus Ordinance must be updated to allow affordable units that created pursuant to the Inclusionary Housing Ordinance, regardless of whether they are onsite or off-site, to be considered restricted affordable for the purposes of determining whether the housing development qualifies for a density bonus. Based on the findings of the review, the City may amend the Ordinance. | Not Completed. | Should continue. | | |
| P-20 | Act as Redevelopment Successor Agency. Act as the Successor Agency and Housing Successor Agency and carry out the responsibilities and obligations of the former Redevelopment Agency. | Ongoing. Continuing Program until all RDA assets and obligations are resolved. | | | |

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| P-21 | Monitor Affordability. Monitor long-term affordability of affordable housing projects developed with City assistance by requiring them to file an annual report to the City that demonstrates compliance with any occupancy requirements | Ongoing. | Expansion of the active program for rental units may be necessary | | |
| P-22 | Mobile Home Park Space Rent Stabilization Ordinance. Continue to enforce the terms of the Mobile Home Park Space Rent Stabilization ordinance (Municipal Code Chapter 2.56) and administer the procedures of the ordinance to ensure the continued preservation of affordability of mobile homes parks within the city. | Ongoing. The City continues to encourage adherence to the rent stabilization advisory issued in 2015 for its one mobile home park nd continues to partner with Reach for Home to provide rent stabilization services to those in need. | Possible review? | | |
| P-23 | Strengthen the Condominium Conversion Ordinance. Review and revise, as necessary, the condominium conversion ordinances (Ordinance Nos. 701 and 873) with the intent of discouraging conversion of rental units to condominiums, including mobilehome park conversions, and strengthening the tenant protection provisions. Potential tenant protections to be considered may include but are not limited to: -- Limitations on the number of rental units that can be converted in a calendar year; -- Discounts for existing tenants on the sale price of the property; -- Requirement for replacement units; -- Requirements for a certain percentage of converted condominiums be deedrestricted affordable units; -- Mandatory payment of a tenant relocation fee; and/or -- Requiring majority support by mobilehome park residents in the conversion of a mobilehome park from rental to owner-occupied. | Ongoing. The City is committed to strengthening tenant protections, while monitoring for potential condominium conversion proposals and will continue to enforce state requirements if, and when needed. The City adopted a rental relocation ordinance in excess of State law in 2019. | Ongoing | | |
| P-24 | Publicize Rehabilitation Programs. Disseminate information about available housing rehabilitation loan programs to qualifying households. | Ongoing. Program was not well received | The money offered was not sufficient for landlords to restrict units. This program needs revision or more funding. | | |

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| P-25 | Code Enforcement. Continue to investigate complaints and take action concerning Code Enforcement violations to encourage rehabilitation of substandard residential properties by homeowners and landlords and improve overall housing quality and conditions in the city. | Ongoing. Housing and Code enforcement collaborated on the Oak Grove Apartments to fix violations. New ownership is currently improving the property | | | |
| P-26 | Improve Infrastructure. Continue street, sidewalk, and other infrastructure improvements and maintenance in low- and moderate-income neighborhoods | Ongoing. CDBG programs, the City's CIP and development project-related improvements all have contributed. | New AH developments on City-owned land have significant infrastructure costs. Future land-purchases need to take that into consideration. | | |
| P-27 | Enforce Vacation Rental Prohibition. Strengthen enforcement of the City's prohibition of vacation home rentals (i.e., fewer than 30 days) in residential zoning districts in order to protect neighborhood character and ensure the housing stock is available for long-term residents. | Ongoing. | | | |
| P-28 | Funding for Special Needs Housing Apply for State and Federal funding for special needs housing, when available. | Ongoing. Project Homkey application resulted in a \$7M award for 22 units of transitional housing. | | | |
| P-29 | Disabled-Access Units. Enforce Building Code requirements for the inclusion of adaptable disabled-accessible units in multifamily development projects that are subject to such requirements. | Ongoing. | | | |
| P-30 | Emergency and Transitional Housing. Work with appropriate agencies and groups to provide temporary and transitional housing and support services for the homeless in Healdsburg. | Ongoing. L&M Village, an example of transitional housing, will be in operation in August 2022. Shower ministry and Winter Shelter are ongoing, Victory Studios and Apartments are ongoing. | | | |

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| P-31 | Farmworker Housing. Work with appropriate agencies and groups to provide housing and support services for farmworkers in Healdsburg. | Ongoing. City staff monitors farmworker housing and related program activities that affect Healdsburg and facilitates support when able. Outreach efforts also include bilingual materials and provision of translation services. The City also adopted an ordinance revising the Healdsburg Municipal Code to expand the zoning districts where employee housing for six or fewer is allowed by right and allowing for larger employee housing for 7 to 12 agricultural workers as a conditional use. | Assessment needed -- industry and CDC collaboration. | | |
| P-32 | Farmworker Housing. Work with appropriate agencies and groups to provide housing and support services for farmworkers in Healdsburg. | Ongoing. | Assessment needed -- industry and CDC collaboration. | | |
| P-33 | Countywide Homeless Survey. Participate in comprehensive surveys of the county's homeless population. | Ongoing. The City continues to provide funding and volunteers as part of this Countywide program | | | |
| P-34 | Countywide Homeless Plan. Participate in the Sonoma County Continuum of Care update to the County's 10-Year Homeless Action Plan. | Ongoing. New CoC structure has regional appointments to COC board; North County Homeless Plan completed; Healdsburg HA is the Co-Chair of Countywide Strategic Plan on Homelessness | Access to operational funding. | | |
| P-35 | Development of Housing for Persons with Disabilities. Reach out annually to developers of supportive housing to encourage development of projects targeted to persons with disabilities, including developmental disabilities. Support applications for County, State, and Federal funding for housing construction and rehabilitation for persons with disabilities, including developmental disabilities. | Ongoing. Supported by requiring in new developments. City received 250K grant to make ADA improvements to existing PSH facility. | | | |

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| P-36 | Coordinate with the North Bay Regional Center. Work with the North Bay Regional Center to implement an outreach program informing residents of the housing and services available for persons with developmental disabilities. Make information available on the City website. | Ongoing. | Remove or modify. | | |
| P-37 | Coordinate with the North Bay Regional Center. Work with the North Bay Regional Center to implement an outreach program informing residents of the housing and services available for persons with developmental disabilities. Make information available on the City website. | Ongoing. | Remove or modify. | | |
| P-38 | Employee Housing. Amend the Zoning Ordinance to allow employee housing for six or fewer employees as a permitted use in the MU and O zones to comply with California Health and Safety Code 17000, et seq. | Ongoing. The City adopted an ordinance revising the City's municipal code to expand the zoning districts where employee housing for six or fewer is allowed by right and allowing for larger employee housing for 7 to 12 agricultural workers as a conditional use. | | | |
| P-39 | Emergency Shelters. Review and amend parking standards for emergency shelters to ensure compliance with SB 2 and mitigate potential constraints to the development of emergency shelters. As necessary, the City will conduct outreach to relevant stakeholders such as service providers. | Completed. | | | |
| P-40 | Disseminate Fair Housing Information. Disseminate fair housing information through posters, brochures, forms, and landlord/tenant handbooks from the State Department of Fair Employment and Housing and Fair Housing of Sonoma County in public locations. | Ongoing. | | | |
| P-41 | Refer Fair Housing Complaints. Refer fair housing complaints to the State Department of Fair Employment and Housing and Fair Housing of Sonoma County. | Ongoing. | | | |

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| P-42 | Non-Discrimination Clause and Mandatory Fair Housing. Provide nondiscrimination clauses in rental agreements and deed restrictions for housing constructed with City subsidy, as well as mandate the implementation of fair housing practices in contracts with affordable housing developers. | Ongoing. Included with all developments. | | | |
| P-43 | Spanish Language Outreach. Conduct outreach efforts for the City's affordable housing programs in Spanish as well as English and publicize the programs through organizations representing the Hispanic community | Ongoing. | | | |
| P-44 | Utility Discounts for Lower-Income Households. Continue to discount the electric, water and sewer utility and storm drainage maintenance charges to lowerincome households and affordable residential projects. | Ongoing. The City continues the practice of granting utility discounts to lower-income households. In 2016, the City increased the discount on electric service to 25% and also extended the existing low income utility discounts to all affordable complexes in the City. | | | |
| P-45 | Green City Program. Ensure that the designs and construction practices for new residences and additions to existing residences comply with the CalGreen. | Ongoing. | | | |
| P-46 | Solar Access. Include an evaluation of consistency with Subdivision Map Act Section 66473.1 in staff reports to ensure residential subdivision applications provide for solar access. | Ongoing. City staff typically includes this analysis as part of application and entitlement review processes. | | | |
| P-47 | Energy Audit Program. Continue to provide and publicize the Energy Audit Program to homeowners and landlords. | Ongoing. The City Planning and Building Dept. continues to provide informational resources in the CDC public information area. | | | |
| P-48 | Energy Efficiency Rebate and Weatherization Programs. Continue to publicize and provide rebates for energy-efficient lighting fixtures and light bulbs, electric water heaters, air conditioners, heat pumps, appliances and photovoltaic systems; and weatherization of existing homes. Responsibility: Electric | Ongoing. REACH code. | | | |

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| P-49 | Pedestrian and Bicycle Facilities. Include projects in the annual Capital Improvement Program and apply annually for CDBG funding to support projects that provide safe walking and bicycling facilities between housing and commercial, educational, and transit destinations. | Ongoing. Both pedestrian and bicycle facilities and circulation considerations are part of staff review for all long-range plans, development entitlements, and plan review applications. | | | |
| New Programs | | | | | |
| | Join Sonoma County Affordable Housing JPA...? | | | | |
| | Expanded homeownership opportunities; credit enhancement; subsidies; downpayment assistance; shared-equity et cetera | | | | |
| | Acquisition of existing rental properties. | | | | |
| HAP Priority Program Recommendations | | | | | |
| PR-1 | Update the Growth Management Ordinance Policies and Procedures | Completed. | | | |
| PR-2 | Identify funding available for affordable housing | Completed. | | | |
| PR-3 | Expand the definition of Middle Income Housing in the Land Use Code and other policy documents | Completed. | | | |
| PR-4 | Revise the Inclusionary Housing Ordinance to optimize affordable housing production | Completed. | | | |
| PR-5 | Expand affordable housing incentives | Completed. ADU/Desnsity Bonus | | | |
| PR-6 | Evaluate revision of the Impact Fee Schedule to scale with unit size and defer fees for deed-restricted ADUs | Completed. Exempted units under 800 sq foot/in-liue fee for inclusionary based on sqft | | | |
| PR-7 | Update Parking Regulations to scale requirement to location and unit size | Completed. ADU Ordinance Revision addressed parking requirements. | Common fallacy that LI units means less demand on parking. | | |
| PR-8 | Update Residential Design Guidelines | Completed. February 2018. | | | |
| Supporting Program Recommendations | | | | | |
| SR-1.1 | Implement local preference clauses on all new Affordable Housing units to serve local residents and employees first | Complete. Ordinance Adpoted | | | |
| SR-1.2 | Partner with third party non-profit developers experienced in leveraging local funds and tax credits to create new housing at scale | Ongoing. Partnering used for most affordable housing developments. | | | |

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| SR-1.3 | Mix income levels within individual housing developments (to the extent funding sources allow) | Ongoing. Mill District; Farmstand; future AH development in progress. | | | |
| SR-1.4 | Identify and prioritize acquisition/or partnering for Affordable Housing on vacant or underutilized sites within 1/2 mile of transit stops and daily goods and services | Complete. AH Site Analysis -- presented to Council with direction received on disposition of all the then available sites. | | | |
| SR-1.5 | Work with developers of sites in prime locations to increase the Affordable Housing component utilizing incentives and funding support | Ongoing. Saggio Hills; IHO; Mill District. | | | |
| SR-2.1 | Review successful ADU programs for lessons learned, evaluate existing Healdsburg ADU regulations, and adopt revisions needed to accelerate construction of additional units | Complete. | ADUs look good on paper but are generally not used in a AH manner. | | |
| SR-2.2 | Inventory existing ADUs within City limits to confirm total number and location | Ongoing. | Can scale backprograms on this as we have done most everything we can do besides building the ADU. | | |
| SR-2.3 | Create homeowner education tools that explain what ADUs are, relative costs, design factors and potential financing techniques | Ongoing. | | | |
| SR-2.4 | Pursue funding sources for ADU program | Not Complete. | Homeowners have access to multiple sources that do not need City administration. | | |
| SR-3.1 | Require housing units built through the Inclusionary Housing Ordinance to include a component of units deed-restricted to families making between 121-160% Area Median Income | Complete. IHO included 121-160% | Deed restrictions and market don't mix on above 120% as well as anticipated. | | |
| SR-3.2 | Explore use of tools such as prioritized local buyer/renter offerings for non-deed restricted units | Ongoing. Fair Housing Issues/Capacity | Recommend removal by staff or revision. | | |
| SR-3.3 | Explore preparation of a nexus-based impact fee study and Housing Impact Fee Ordinance to require rental housing to contribute to Affordable Housing | Complete. As a part of the IHO | | | |
| SR-5.1 | Create incentives that will encourage development of alternative product types consistent with community need and interest | Ongoing. Discretionary incentives granted for affordable by-design projects. | Market factors | | |
| SR-5.2 | Explore modifications to the Land Use Code to encourage alternative product type | Ongoing. Cottage Court project is an example | Does not make it affordable. | | |
| SR-5.3 | Develop Design Guidelines that support and encourage alternatives housing types and mixed density as envisioned by the General Plan. | Complete. New guidelines are now in use. | | | |

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