



## INTRODUCTION

This Housing Element is an update of the City of Napa's previous Housing Element, which was adopted by the City Council on June 16, 2009 and certified by the State of California Department of Housing and Community Development (HCD) on August 13, 2009. Since then, the City has continued to implement the policies and programs in the adopted Housing Element and respond to its housing needs in coordination with other City goals, despite a national economic recession that substantially reduced new housing construction and funding for housing programs at federal, state and local levels. A particular loss was the dissolution of Redevelopment Agencies, which eliminated a major source of housing funding.

The City has been recognized regionally for its housing accomplishments. In 2002, the City's Housing Element received a Planning Implementation award from the Northern Section, California Chapter of the American Planning Association. In a 2004 Bay Area Housing Profile prepared by the Bay Area Council, the City of Napa was rated high in matching jobs and housing construction. In 2006, Greenbelt Alliance ranked Napa in the top 3 of 109 Bay Area communities for its policies for preventing sprawl, building affordable housing, promoting parks, encouraging density in the "right places" (such as near downtown and transit), reducing Downtown parking standards, incorporating mixed use development and defining standards for good development.

During the 1999-2006 Housing Element planning period, the City met many of its housing objectives:

- More than 1,200 very low, low and moderate income units and 85 second units were approved and/or constructed in addition to 1,400 above moderate units;
- New Residential Design Guidelines were adopted;
- First time homebuyer assistance was provided to more than 120 households;

- A 2003 Housing Agreement was unanimously approved between the County of Napa and City of Napa to assist the County in meeting its housing needs; and
- The City purchased sites for lower income housing developments.

In the 2007-2014 timeframe, the City and the City Housing Authority have:

- Completed a Specific Plan for the downtown area that identifies housing sites for up to 500-600 housing units, up to half of which could be developed within the 2015-2023 Housing Element planning period. The Downtown Specific Plan Area, along with the Soscol Gateway Area, has been designated as a "Priority Development Area" or PDA in the Bay Area region's plan. PDA's are areas where higher density development is encouraged near transit and jobs;
- Modified zoning standards to expand use of small lot standards and adopted several other updates for consistency with state laws and to improve green building standards;
- Issued a Notice of (local affordable) Funding Availability (NOFA) that resulted in agreements to help fund two lower income and one mixed income apartment developments totaling 123 units. One apartment project with 27 very low income units recently completed construction and the other two are approved;
- Approved and provided funding assistance for a 24-unit permanent supportive/ transitional apartment project, completed in 2011;
- Exceeded objectives by assisting 93 low income first time homebuyers;
- Exceeded objectives by assisting rehabilitation of 447 lower income rental units and 39 owner units;
- Exceeded objectives by providing rental assistance for 140 special needs households;
- Issued building permits for 23 accessory second units, including several in new subdivisions; and

- Exceeded objectives for federal rental assistance programs, now providing 1,378 vouchers annually Countywide.

This Housing Element builds upon these accomplishments by carrying forward successful programs and adding to or refining programs to better respond to community needs.

## State Law Requirements for Housing Elements

State law requires each city and county to adopt a general plan containing at least seven elements, including a housing element. Rules regarding Housing Elements are found in the California Government Code Sections 65580-65589. Unlike the other mandatory general plan elements, the housing element is required to be updated every five years and is subject to detailed statutory requirements and mandatory review by the State of California Department of Housing and Community Development (HCD). Bay Area housing elements must be updated by January 31, 2015. According to State law, the Housing Element must:

- Provide goals, policies, quantified objectives and scheduled programs to preserve, improve and develop housing;
- Identify and analyze existing and projected housing needs for all economic segments of the community;
- Identify adequate sites that will be zoned and available within the 8 year housing cycle to meet the City's fair share of regional housing needs at all income levels;
- Be submitted to the State Department of Housing and Community Development (HCD) for HCD to review and "certify" that the Housing Element is in compliance with state law; and
- Be internally consistent with other parts of the General Plan (and is critical to having a legally adequate General Plan).

State Law establishes detailed content requirements for housing elements and requires a regional "fair share" approach to distributing housing needs. State Housing Element law recognizes that in order for the private sector to address housing needs and demand, local governments must adopt land-use plans and implementing regulations that provide opportunities for, and do not unduly constrain, housing development.

The City qualifies for and intends to apply for State HCD review under the "Streamlined Update" process. Use of the Streamlined Update provides a guide for updating necessary sections and facilitates State review.

Income limits are updated annually by the U.S. Department of Housing and Urban Development (HUD) for Napa County. For many State and local programs, HCD income eligibility limits are used. HCD income limits regulations are similar to those used by HUD. 2013 Napa County income limits used for Community Development Block Grant and HOME grant programs as defined by California Housing Element law are shown below:

- **Extremely Low Income Households:** Households earning less than 30 percent of the median household income—family of four earning less than \$24,550 per year in 2013.
- **Very Low Income Households:** Households earning less than 50 percent of the median household income—family of four earning less than \$40,900 per year in 2013.
- **Low Income Households:** Households earning 50-80 percent of the median household income—family of four earning between \$40,900 and \$64,400 per year in 2013.
- **Lower Income Households:** Defined by California Housing Element law as households earning less than 80 percent of the median income in 2013. This definition includes extremely low, very low and low income households.
- **Moderate Income Households:** Households earning 80-120 percent of the median income—family of four earning between \$64,400 and \$96,720 per year in 2013.
- **Above Moderate Income Households:** Households earning over 120 percent of the median household income—family of four earning above \$96,720 per year in 2013

## Why Housing Is Important: Key Findings from Housing Element Process

The "housing crisis" in the Bay Area has been an evolving phenomenon over past decades as high demand (and need) has continually exceeded supply (and affordability). There has been a substantial movement in the Bay Area,

intensified by concerns and legislation about climate change, to find ways to grow sustainably —that is, to encourage regional development patterns that are more compact, transit-oriented, well-designed, and highly livable. A central focus of this movement — the very foundation for achieving a more sustainable and livable Bay Area — is rethinking the way in which we plan, design, rehabilitate, preserve and manage housing in conjunction with transportation systems, jobs and services.

### Local Housing Needs and Affordability

- **Single family homes are typically “affordable” only to Above Moderate Income households** and Napa’s housing stock is predominantly single family. In 2013, single family detached and attached units were about 62 percent of the total housing stock while multi-family housing (including duplexes and apartments) comprised about 27 percent of the housing stock. The rest were mobile homes.

*Example:* To be “affordable” to a 4 person moderate income household in 2013, the purchase price of a 3 bedroom home would need to be less than \$351,000. Such opportunities are rare again in Napa as home prices have increased over the past several years. Zillow.com reported that the median sales price for 3 bedroom homes and condos in Napa was \$420,600 in June 2013.

- **Market Rate Apartments are affordable to Moderate Income and many Low Income households.**
- **Market Rate Apartments are generally NOT affordable to Extremely Low, Very Low and some Low Income households, who typically need some assistance to avoid paying disproportionate amounts of their income for housing or doubling up.**

*Example:* Very Low income two person households earn less than \$32,750 in 2013. A two person household making \$32,750 annual income, for example, can afford to pay about \$819/month, *including utilities except phones*. Average 1-bedroom apartment rents in Napa in 2013 are much higher than this. While some *existing* market rate apartments have rents affordable to lower income households, newer market rate apartments do not. Approximately 44 percent of current households in Napa would be considered extremely low income, very low income or low income (earning less than 80 percent of

median income), according to CHAS estimates based on the 2006-2010 American Community Survey.

- **The City’s vacancy rate for market rate apartments is tight which puts pressure on rents to rise and contributes to overcrowding.** Vacancy rates are a key indicator used by economists to help identify trends and forecast future economic conditions to allow normal turnover among households. Generally, a 4.5 to 5 percent vacancy rate is considered to reflect a balanced and healthy rental market. Napa’s 2.3 percent market rate apartments’ vacancy rate in July 2013 is very low, which puts pressure on rents to rise and contributes to overcrowding. Typically, lower vacancy rates suggest high demand for new units, which will likely result in rising rents and sales prices as well as an increase in new construction in the future provided that financing is available. Conversely, higher vacancy rates suggest excess capacity and will likely result in a slowdown in new construction in conjunction with a slowdown in the rate of increase of rents and sales prices.
- **Housing costs are high compared to income.** In the last quarter of 2012, Napa County ranked in the top 15 *least affordable* Metro Area nationwide (National Association of Home Builders/Wells Fargo Housing Opportunity Index). This ranking is out of 222 metropolitan areas nationwide. Many of the least affordable metro areas are located within the San Francisco Bay Area and California. The Housing Opportunity Index is a measure of the percentage of homes sold in a given area affordable to a family earning the median income. Prices of new and existing homes sold are collected from court records of sales. In 2012, 64 percent of homes sold were affordable to median income Napa households.

### Process for Updating the Napa Housing Element

The Housing Element process is a strategic opportunity to develop real solutions to local housing needs. It is an opportunity to engage local residents, housing advocates, developers, elected officials, and other stakeholders in a constructive dialog to define and evaluate potential strategies and solutions.

The City has built upon the successes of previous Housing Element update processes to engage all economic segments of the community, including:

- (1) Selection of a Housing Element Advisory Committee to oversee the Housing Element update;
- (2) Publicity through the newspaper, flyers and use of the City’s website;
- (3) Use of community workshops, forums and public hearings to discuss possible housing needs and strategies; and
- (4) Incorporation of strategies from the Affordable Housing Multi-Year Action Plan prepared by the Joint City/County Affordable Housing Task Force.

**Schedule of Major Activities during the Housing Element Update**

|                       |   |
|-----------------------|---|
| <i>December 2013</i>  | City Council appointment of the Housing Element Committee   |
| <i>January 2014</i>   | Housing Element Advisory Committee Meeting #1   |
| <i>February 2014</i>  | Housing Element Advisory Committee Meeting #2   |
| <i>March 2014</i>     | Housing Element Advisory Committee Meeting #3   |
| <i>April 2014</i>     | Housing Element Advisory Committee Meeting #4   |
| <i>May 2014</i>       | Notice of Preparation of EIR and EIR Scoping Meeting  |
| <i>June 2014</i>      | Notice of Availability of Public Review Draft Housing Element (min 30 days); Community Workshop   |
| <i>July 2014</i>      | Submit to State Department of Housing and Community Development (HCD) for formal review (60 days)   |
| <i>September 2014</i> | Staff review and responses to public, other agency comments, and HCD comments (possible proposed modifications to the Draft Housing Element); Release of Draft EIR for Housing Element Update |
| <i>December 2014</i>  | Release of Final EIR for Housing Element Update   |
| <i>January 2015</i>   | Public hearings before the Napa Planning Commission and City Council to review and adopt the updated Housing Element  |
| <i>February 2015</i>  | Submittal of adopted Housing Element to HCD for review and determination of legal compliance  |

**Consistency with Other General Plan Elements**

The goals and policies of all general plan elements must be internally consistent. Internal consistency of Napa’s General Plan has been achieved by assuring that the goals, policies and actions of all elements are mutually supportive (See Appendix C). The Housing Element addresses all State requirements, including relevant legislation enacted subsequent to adoption of the previous element. It contains information on housing constraints and actions to deal with constraints, and reflects recent population, housing, land use, environmental and employment data.

The Housing Element includes information on the number of units required to meet Napa’s share of the regional housing need. Sites with currently planned development potential to meet the City’s housing needs are identified. The entire General Plan, including this revised Housing Element, reaffirms the City goals by: (a) acting as a guide for municipal decisions which affect the quality and quantity of housing; and (b) maintaining Napa’s present quality of life by balancing the availability of housing with other environmental considerations. This Housing Element not only responds to State law requirements, but also contains community-based strategies to:

- Use the remaining land in the City’s Rural Urban Limit (RUL) efficiently to protect our agricultural surroundings;
- Provide more varied housing types and choices to meet our needs;
- Create great neighborhoods;
- Provide housing for our local special needs populations; and
- Establish a long-term sense of community and responsibility.

The Appendices to the Housing Element are incorporated as an integral part of this Housing Element.

**Our Vision for Napa**

**Visioning is a way of looking at the future. It is important that the Housing Element focuses on today’s issues and concerns, but also looks forward to a point in time and to identify a desired end state—taking a constructive, positive look at our community by defining what we want instead of just reacting to today’s**

problems. Following is our *VISION* for housing in Napa in the year 2025.

### Our Vision for Housing in Napa in the Year 2025

**In the year 2025 we are a thriving, balanced, and diverse community. We have preserved Napa’s beautiful surroundings and respected our heritage while creating a vibrant downtown and distinctive, livable neighborhoods.**

#### *Our Environment*

Our environment is clean and sustainable, with high standards for energy and resource conservation. The flood control project is complete, leaving a healthy, living Napa River which we have access to enjoy. Our City is set within open hillsides and vineyards as development has stayed within the Rural Urban Limit (RUL). There are lots of green spaces throughout the City.

#### *The Types and Mix of Housing*

We have many types of housing to meet our varied needs. We have figured out how new affordable housing can get built, preserved lower income housing and improved our neighborhoods. There is a housing mix throughout the City – from apartments, condos, single family, mixed-uses downtown and in our commercial areas, single-room occupancy units (SRO’s), second units and housing for special needs—to non-traditional housing that may have common shared facilities. Our housing stock is adaptable to allow people to age in place.

#### *Our Community of Neighborhoods*

Our distinctive neighborhoods link us together. We have local gathering places and services all within walking distance or a short bicycle ride, including neighborhood shopping, schools, parks and recreation, community gardens and centers.

#### *Downtown*

Downtown is the center and heart of our city, with a harmonious mix of housing, services, businesses and entertainment and many evening activities.

#### *The Appearance and Use of Our Land*

We are smart and efficient in how we use and reuse our land so that new development adds to the health and fabric of the community. We have respected our heritage. Our City is attractive, well-maintained, and pleasing to experience. We have created a culture of

quality; our housing and neighborhoods are designed well, they are creative, and they are “green.”

#### *The Health of Our Community*

We have designed our City to promote health and wellness. There is excellent health care that educates as well as treats us.

#### *Our Economy*

Our vibrant economy is strengthened through innovation and diversification. We have locally grown food and services to meet our needs. Arts and entertainment enrich our lives and those who visit us. Economic development and housing are balanced so that people who work here can live here.

#### *Our Infrastructure and How We Get Around*

We have reduced the need to drive by providing safe, attractive bicycle and walking connections within and between neighborhoods, and traffic-quiet/pedestrian-only zones. Accessible public transit connects us to local and regional destinations. We get around easily on smooth streets, and parking needs are met.

#### *Who We Are and How We Value Each Other*

We are a socially integrated and an ethnically and economically diverse city. All ages, incomes and cultures feel welcome here, and actively contribute to our community. We care for each other and have addressed potential crime and the impacts of isolation. Our children and youth have high quality schools and safe places to play. We provide support services for those in need.

#### *How We Govern and Interact*

Our community benefits from the integration of cultures and in sharing leadership. Our neighborhoods are organized, informed and involved in community decision-making through a constructive dialogue. We are skilled at community outreach and conversations as we talk through choices and make decisions. We are informed and involved. We collaborate and work with our neighbors in matters affecting Napa and the region as a whole.

## Housing Goals

The goals below are seen as a way to respond to the *VISION* and other issues. A goal is the *WHAT*, or the end-state — a description of what we want to achieve. A goal is broad in scope and is intended as a way to organize community housing strategies, policies and programs (how we get there). Housing policies and implementing

programs, described in the next two sections, are specific ways to achieve the goals we have identified.

**Goal H1**      **Napa Is A Vital and Diverse Community** — We are a balanced, vital and evolving community with a socially and economically diverse population that has preserved our small town feel and heritage, sense of community, beautiful natural environment, attractive neighborhoods, vital and diverse businesses and adequate services.

**Goal H2**      **We Have A Variety of Housing Types and Choices** — We have lots of housing types and choices. There is an integration of income, ethnicity, and culture in our neighborhoods. There are mixed-use projects in our Downtown and in mixed-use areas and we have housing over stores. There is a housing mix throughout the City of Napa and diversity of housing (single-family, apartments, single-room occupancy housing, condominiums, smaller units, accessory second units) and the proportion of single-family compared to other types of housing will go down in the long term.

**Goal H3**      **We Have Great Neighborhoods Offering a Variety of Nearby Services and Activities** — Our housing and neighborhoods show pride and efficiency in their design and maintenance. There is creativity in housing design and types with innovative, “people friendly” architecture. We have parks, green space, trees, and a strong sense of community. We support our neighborhoods — our neighborhoods work well — and they share in the responsibility of meeting citywide goals. There is balance throughout the community, a mixture of incomes, and our fair share of housing needs are met in each neighborhood. We have neighborhood shopping, transit, recreation, school and community gathering places within walking distance.

**Goal H4**      **We Have Housing Linked with Services for Our Special Needs Populations** — Support systems, assistance programs, and housing are in place to help the disadvantaged (homeless and those at risk of homelessness; persons with mental, physical and developmental disabilities; lower income seniors; farm-workers; single women with children; victims of domestic violence; persons with drug and alcohol dependence; persons with HIV/Aids, etc.). Napa cares about special needs households — many with children; we are doing something about it; they have a place in our community; people without homes are sheltered; and we provide housing affordable to all income levels.

**Goal H5**      **We Have A Strong Sense of Community and Responsibility** — We are a friendly town, with lots of interaction and community involvement. We know people in our community on a first-name basis. There is good civic participation. Our neighborhoods are organized so that participation occurs through an informed dialogue around important community choices. There is a simple planning and permitting process. The policies and programs in the Housing Element are funded sufficiently, implemented in a timely manner, and monitored for effectiveness. We are strategic in our planning, strive to accomplish our goals, and are serious in our commitment to action.

## Policy Approach

Napa is part of the metropolitan Bay Area employment and housing market. Balancing local shares of regional housing needs with appropriate sites for housing is a challenge given longstanding countywide goals for agricultural protection and a voter approved Rural Urban Limit line. There is a limited amount of remaining vacant land in Napa for all uses, including housing. As the vacant land supply diminishes, the City is increasingly looking to reuse its mixed-use areas, such as Downtown, to meet future needs and is beginning to see attractive mixed use developments.

The City's housing policies and programs are grouped by the goals described in the preceding section. *Policies are numbered by goal (i.e. Policy 1 under Goal H1 is numbered Policy H1.1). Implementation programs are noted alpha-numerically by goal (i.e., the first program under Goal H1 is noted as Program H1.A).*

Another challenge of the Housing Element is to accommodate local housing needs while ensuring that new housing will "fit-in" with the character, quality, environmental constraints, and resources of the community and its residential neighborhoods, and be properly managed. Nearly all remaining vacant sites are infill sites with nearby neighbors.

A third challenge is funding for extremely low, very low and low income housing. Federal and state funding for housing has declined dramatically since the 1980's and in 2012 the State dissolved redevelopment agencies, which had provided "20 percent set aside" funds for affordable housing throughout the City. These changes have resulted in local communities taking on a more active role in facilitating the provision of such housing that meets the needs of the community. In recognition of these conditions, the City of Napa is committed to working with other agencies and non-profit organizations to maximize affordable housing opportunities.

Questions considered in this Housing Element update include: Where in Napa can additional residential units be accommodated for extremely low, very low, and moderate income households? What can the City do—in collaboration with other agencies, non-profits, and for-profit developers—to encourage the construction of needed extremely low, very low, low, moderate, and just-above-moderate income housing? What can be done to assist those households with special needs such as the elderly, homeless, physically or emotionally disabled, and others? What strategies can the City utilize to reduce the cost of housing or increase the availability of funding to produce new affordable housing units?

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**GOAL H-1** **Napa Is A Vital and Diverse Community —**  
 We are a balanced, vital and evolving community with a socially and economically diverse population that has preserved our small town feel and heritage, sense of community, beautiful natural environment, attractive neighborhoods, vital and diverse businesses and adequate services.

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**POLICIES**

**Policy H1.1 Efficient Use of Land.** The City shall promote creative and efficient use of vacant and built on land within its RUL to help maintain the City's preeminent agricultural environment and open space.

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.B Future Land Use Planning
- Program H1.C Local Housing Need
- Program H1.D Jobs Housing Analyses
- Program H1.F Housing Sites Study of Surplus Institutional Lands
- Program H2.A Adequate Sites for Multi- Family Use
- Program H5.H Housing Transfer Agreements
- Program H5.J Community Outreach Efforts

**Policy H1.2 Provide Adequate Sites.** The City shall maintain an adequate supply of land designated for all types of residential development to meet the quantified housing need of 835 City units and up to 57 County units for the state-mandated time frame of the Housing Element (2015 to January 2023).<sup>1</sup> Within this total, the City shall maintain a sufficient supply of land zoned for multi-family housing to meet the quantitative housing need of 317 lower income and 151 moderate income housing units.

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.B Future Land Use Planning
- Program H1.F Housing Sites Study of Surplus Lands
- Program H2.A Adequate Sites for Multi- Family Use
- Program H5.J Community Outreach Efforts

**Policy H1.3 Minimum Densities.** The City shall not approve development below minimum designated General Plan densities unless physical or environmental constraints preclude its achievement and findings as required per Government Code Section 65863 are adopted. If development on a site is to occur over time, the applicant must show that the proposed development does not prevent subsequent development of the site to its minimum density.

*Primary Implementing Programs*

- Program H1.A Adequate Sites

**Policy H1.4 Efficient Use of Sites.** The City shall make every effort to approve well-designed projects at the mid to high range of General Plan densities.

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<sup>1</sup> Assumes two transfer agreements are finalized. See Section 6.1 for further discussion.

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.C Local Housing Need
- Program H2.A Adequate Sites for Multi-Family Use
- Program H3.A Design Review

Policy H1.5 **Lower Cost Homeownership.** The City will assist in creating new lower cost homeownership opportunities (such as first time homebuyer programs).

*Primary Implementing Programs*

- Program H2.C New Ownership Units
- Program H2.D First Time Homebuyer Programs

Policy H1.6 **Innovative Housing Types.** The City will specifically provide opportunities in regulations for creative or innovative housing types such as co-housing or housing with shared common facilities.

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.B Future Land Use Planning
- Program H1.C Local Housing Need
- Program H1.F Housing Sites Study of Surplus Institutional Lands
- Program H2.J Duplex and Triplexes in Other Areas
- Program H3.C Housing Mix
- Program H4.A Emergency Shelters
- Program H4.B Permanent Supportive/Transitional Housing
- Program H4.F Encourage Well Managed New SRO Permanent Housing
- Program H4.H Coordination with Napa County and Other Actions to address Farmworker Housing
- Program H5.A Universal Design

Policy H1.7 **Density Bonuses.** The City recognizes that density bonuses help achieve housing goals and shall promote their use consistent with the provisions of state law for qualifying lower and moderate income housing development (and child care facilities).

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.B Future Land Use Planning
- Program H1.F Housing Sites Study of Surplus Institutional Lands

Policy H1.8 **Density Flexibility for Multi-Family.** The City may approve, through a Use Permit Process, a housing density that exceeds the limit for its “pod” (a

geographical subarea used in the General Plan) up to the maximum allowed by the Multi-Family Residential land use category when:

- a. The site is within one-half mile of a transit stop and services (“services” mean retail centers where daily goods and services are provided such as markets, dry cleaners, pharmacies, deli’s and similar uses);
- b. Project impacts are mitigated;
- c. The project constructs affordable units onsite; and
- d. The project provides high quality design that fits with the surrounding neighborhood and incorporates attractive and usable common/open areas.

The amount of the density increase shall be based on the extent to which the project satisfies the four criteria listed above. Applicants may also be given credit for optional benefits.

*Optional:*

- a. The project provides underground parking
- b. The project provides specific benefits to the neighborhood (trail, plaza, etc.)

*Primary Implementing Programs*

- Program H1.A Adequate Sites

Policy H1.9 **Housing and Jobs Balance.** The City shall continue to make it a priority to balance and promote housing opportunities to meet the needs of the workforce in Napa. The City shall continue to recognize Napa’s housing needs (i.e., population growth needs, employment needs and regional housing needs) when considering non-residential development proposals.

*Primary Implementing Programs*

- Program H1.A Adequate Sites
- Program H1.B Future Land Use Planning
- Program H1.D Jobs-Housing Analyses
- Program H1.E Job Impact Analysis**
- Program H1.F Employee Housing
- Program H1.F Housing Sites Study for Surplus Institutional Lands
- Program H2.I Preferences in Affordable Housing

Policy H1.10 **Employee Housing.** The City shall encourage employers developing large projects (100 employees) to provide housing opportunities for their employees onsite or offsite.

*Primary Implementing Programs*

- Program H1.E Job Impact Analysis**
- Program H1.F Employee Housing**

Policy H1.11 **Air Rights Development.** The City shall promote residential and/or mixed residential/non-residential “air rights” development over City parking lots.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

**Policy H1.12** Seek Housing Opportunities on Institutional Lands. **In collaboration with other public agencies, the City shall undertake a review of publically-owned and other institutional lands that may become available or may not be officially “surplus” to consider their viability for residential use.**

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

Policy H1.13 **Priority for Housing on Surplus City Sites.** The City shall give high priority for affordable housing (or affordable housing as part of a mixed-use project) when City owned sites become surplus. These include the City Corporation Yard site should that site become surplus, and City-owned property in the Downtown should a consolidated City Hall complex be constructed.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands  
 Program H2.E Identify Potential Acquisition Sites

Policy H1.14 **Surplus Institutional Lands.** The City shall encourage redevelopment of surplus institutional lands (including School District, Sanitation District, College, County, Caltrans, churches) with affordable housing or affordable housing as part of a mixed-use project.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands  
 Program H2.E Identify Potential Acquisition Sites

Policy H1.15 **Long-Term Housing Needs.** Address long-term housing needs beyond the planning period of the

Housing Element (post 2023) through future Specific Plans or Overall General Plan updates, particularly along major transportation corridors, near services, and on large sites where services and transit can be incorporated. Such plans shall be developed through an effective and collaborative community involvement process.

*Primary Implementing Programs*

Program H1.B Future Land Use Planning  
 Program H1.D Jobs-Housing Analyses  
 Program H1.E Job Impact Analysis  
 Program H1.F Employee Housing  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

Policy H1.16 **Pacing of Development.** If growth exceeds the average identified in the General Plan, the City shall implement a strategy that paces development of above moderate income housing and provides incentives for construction of very low, low and moderate income housing consistent with ABAG regional housing need numbers and the City’s General Plan.

*Primary Implementing Programs*

Program H5.F Database Monitoring

## IMPLEMENTATION PROGRAMS

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

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**GOAL H-2 We Have A Variety of Housing Types and Choices** — We have lots of housing types and choices. There is an integration of income, ethnicity, and culture in our neighborhoods. There are mixed use projects in our Downtown and in mixed use areas and we have housing over stores. There is a housing mix throughout the City of Napa and diversity of housing (single family, apartments, Single-Room Occupancy housing, condominiums, smaller units, accessory second units) and the proportion of single family compared to other types of housing will go down in the long term.

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## POLICIES

**Policy H2.1 Support for Affordable Housing.** The City shall continue to support and encourage new affordable housing projects.

### *Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands  
 Program H3.A Design Review  
 Program H5.J Community Outreach Efforts

**Policy H2.2 Mix of Housing.** The City shall encourage an increased mix of various types of housing throughout the City to meet community housing needs, provide greater housing choices, and improve transportation choices. In

addition to single-family homes, housing choices and the mix of housing in the community should include such types as multi-family, mixed-use, affordable units, supportive housing, Single Room Occupancies (SRO), co-housing and similar types of housing that meet a wide variety of community housing needs.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H5.A Universal Design

Policy H2.3 **Residential Mixed-Use.** The City shall encourage residential uses in land use categories that allow mixed-uses and where residential use is appropriate to the setting.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

**Program H3.P Mixed-Use Livability**

Policy H2.4 **Key Mixed-Use Sites.** The City may require residential uses to be part of new projects on key mixed-use sites. Criteria for identifying key sites include site size, site location near services or transit, and/or whether proposed businesses would create higher-than-average percentages of low wage jobs. Key mixed-use sites include, but are not limited to, major shopping centers, the Gasser property north of Tulocay Creek, the former Copia Center and the Expo.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

Policy H2.5 **Specific Plans.** The City shall promote Specific Plans or similar community visioning processes for neighborhoods as needed to identify use and design objectives specific to these areas. Specific plans should:

- a. Include housing goals.
- b. Incorporate fast track process provisions for subsequent projects that are consistent with the plan.
- c. Identify those sites which are desirable for residential or residential mixed- use.

- d. Be developed through an effective and collaborative community involvement process (consistent with Policy H1.15).
- e. Be clear and easily implemented.
- f. As appropriate, identify desired three-dimensional qualities and allow density to fit within that envelope.
- g. Include standards to assure that identified housing goals will happen, such as identifying the mix of uses, minimum density standards, or a percentage of affordable units, and a minimum number of housing units by type.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning

Policy H2.6 **Incentives for Mixed-Use.** The City shall continue to promote and provide incentives for well-designed mixed-use projects throughout the City in areas where residential/non-residential mixed-use is allowed.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H3.P Mixed-Use Livability

Policy H2.7 **Adaptive Reuse.** The City will encourage adaptive reuse of vacant buildings in mixed use general plan categories with residential/mixed-use projects where feasible and appropriate.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

Policy H2.8 **Retaining Multi-Family Sites.** The City recognizes that multi-family sites are critical to providing affordable and workforce housing. Multi-family sites shall be reserved for multi-family and related uses (day care, religious institutions, and similar uses) and shall not be redesignated or rezoned for other uses without equivalent additional land being designated for multi-family purposes.

*Primary Implementing Programs*

Program H1.A Adequate Sites  
 Program H1.B Future Land Use Planning  
 Program H1.F Housing Sites Study of Surplus Institutional Lands

**Policy H2.9 Potential Additional Land for Multi-Family Uses.** The City shall consider redesignation of additional appropriate sites to Multi-Family Land Use categories as needed throughout the City, including Mixed-Use areas, where opportunities are available.

*Primary Implementing Programs*

Program H1.F Housing Sites Study of Surplus Institutional Lands  
Program H2.A Adequate Sites for Multi-Family Use

**Policy H2.10 First Time Homebuyer Programs.** The City shall continue to operate and provide first time homebuyer programs as funding is available, and combine such programs with housing counseling programs.

*Primary Implementing Programs*

Program H2.D First Time Homebuyer Programs

**Policy H2.11 Land Acquisition and Land Banking.** Based on availability of funding, the City Housing Authority will continue to pursue land acquisition/land banking opportunities for future affordable projects as a way to assist development of affordable projects.

*Primary Implementing Programs*

Program H1.F Housing Sites Study of Surplus Institutional Lands  
Program H2.E Identify Potential Acquisition Sites

**Policy H2.12 Housing Impact Fee Ordinance.** The City shall apply its Housing Impact Fee ordinance requirements to private developments to increase affordable housing construction throughout the community.

*Primary Implementing Programs*

Program H2.G Long-Term Affordability Agreements and Monitoring

**Policy H2.13 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.4<sup>th</sup> 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.

*Primary Implementing Programs*

**Program H2.F Affordable Housing Overlay Zones**  
**Program H2.C New Ownership Units**

**Policy H2.14 Retain Affordable Units Long-Term.** The City shall assure that affordable housing provided through density bonuses, and other programs or incentives remain affordable long-term consistent with State law.

*Primary Implementing Programs*

**Program H2.G Long-Term Affordability Agreements and Monitoring**

**Policy H2.15 Sustainable Development Patterns.** The City shall promote and encourage mixed-use and higher density development patterns in the Downtown, in the Soscol Gateway and other suitable locations to facilitate resident pedestrian, bicycle and transit access to daily services, recreation and jobs. In addition, sustainability programs shall be strengthened as needed to, at a minimum, continue to meet State standards.

*Primary Implementing Programs*

Program H1.B Future Land Use Planning  
Program H2.H Sustainable Development and Practices  
Program H3.K Transportation Element Amendments  
Program H3.L Capital Improvement Programs for Neighborhood Improvement  
Program H3.M Parks and Recreation Element Update

## IMPLEMENTATION PROGRAMS

**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 very low and low income renter households (including but not limited to service workers, farmworkers, developmentally disabled, seniors, etc.) by prioritizing applications of others for tax credits and other federal/state funding, providing loans from the local Housing Trust fund and land banking sites. 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

**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

**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.4<sup>th</sup> 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.

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

**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.

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

**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.

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

**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.

|                        |   |
|------------------------|---|
| <i>Responsibility:</i> | <i>Planning Division, City Attorney</i> |
| <i>Financing:</i>      | <i>Staff time</i>                       |
| <i>Objectives:</i>     | <i>Zoning Amendment</i>                 |
| <i>Time Frame:</i>     | <i>2016-2017</i>                        |

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## GOAL H-3 We Have Great Neighborhoods Offering a Variety of Nearby Services and Activities

— Our housing and neighborhoods show pride and efficiency in their design and maintenance. There is creativity in housing design and types with innovative, “people friendly” architecture. We have parks, green space, trees, and a strong sense of community. We support our neighborhoods — our neighborhoods work well — and they share in the responsibility of meeting citywide goals. There is balance throughout the community, a mixture of incomes, and our fair share of housing needs are met in each neighborhood. We have neighborhood shopping, transit, recreation, school and community gathering places within walking distance.

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## POLICIES

**Policy H3.1 High Quality Design and Varied Housing Types.** The City shall assure high quality, well designed housing that respects the surrounding neighborhood, and provides for a greater variety of housing options to meet community needs.

### *Primary Implementing Programs*

Program H1.B Future Land Use Planning

**Program H3.A Design Review**

**Program H3.P Mixed-Use Livability**

**Policy H3.2 Design Guidelines.** The City shall continue to use its Residential Design Guidelines and Rehabilitation Guidelines for Historic Properties in support of the above policy, and to refine these Guidelines as needed to respond to community interests. (See Housing Design discussion for added information.)

### *Primary Implementing Programs*

**Program H3.A Design Review**

Program H3.P Mixed-Use Livability

**Policy H3.3 Livable Neighborhoods.** The City shall promote the concept of “whole livable neighborhoods” by prioritizing excellent pedestrian and bicycle access, and by encouraging — or seeking to retain or expand — daily services and recreation areas, parks, trails, gathering places, etc. near residential neighborhoods, particularly higher density residential neighborhoods.

*Primary Implementing Programs*

|              |  |
|--------------|--|
| Program H1.B | Future Land Use Planning                 |
| Program H2.H | Sustainable Development and Practices    |
| Program H3.G | Rental and Owner Rehabilitation Programs |
| Program H3.H | Code Enforcement                         |
| Program H3.I | Targeted Neighborhood Improvement        |
| Program H3.M | Parks and Recreation Element Update      |

Policy H3.4 **Fair Share.** The City shall continue to promote a “fair share” of well-designed affordable and varied housing in all neighborhoods throughout the City.

*Primary Implementing Programs*

|              |  |
|--------------|--|
| Program H1.A | Adequate Sites                                     |
| Program H1.B | Future Land Use Planning                           |
| Program H1.F | Housing Sites Study of Surplus Institutional Lands |
| Program H3.C | Housing Mix  |

Policy H3.5 **Second Units.** The City shall encourage additional well-designed second units as a desired use in all residential neighborhoods throughout the City and will encourage construction of second units as part of new subdivisions. Efforts to encourage such units include, but are not limited to, moderating the disincentive of high fees by using non-fee revenue derived from other sources to subsidize the costs of affordable housing projects. Consistent with State housing law, the City exempts second dwelling units from area density calculations.

*Primary Implementing Programs*

|              |                                |
|--------------|--------------------------------|
| Program H3.D | New Second Units               |
| Program H3.E | Second Unit Standards and Fees |
| Program H3.F | Amnesty Program                |

Policy H3.6 **Duplexes and Triplexes.** The City shall encourage additional well-designed duplexes and triplexes throughout the Single-Family Infill (SFI), Traditional Residential Infill (TRI) and any other single-family designations that allow these uses. Density bonuses may be provided for affordable duplex and triplex units.

*Primary Implementing Programs*

|              |                                     |
|--------------|-------------------------------------|
| Program H2.J | Duplex and Triplexes in Other Areas |
|--------------|-------------------------------------|

Policy H3.7 **Maintenance.** The City shall support the maintenance and improvement of existing housing.

*Primary Implementing Programs*

|              |  |
|--------------|--|
| Program H3.G | Rental and Owner Rehabilitation Programs |
|--------------|--|

|              |  |
|--------------|--|
| Program H3.H | Code Enforcement                           |
| Program H3.I | Targeted Neighborhood Improvement          |
| Program H3.J | Historic Area Process                      |
| Program H4.G | Rehabilitate Existing Facilities for SRO's |

Policy H3.8 **Historic Home Maintenance.** The City shall encourage appropriate maintenance and rehabilitation of historic homes.

*Primary Implementing Programs*

|              |                       |
|--------------|-----------------------|
| Program H3.J | Historic Area Process |
|--------------|-----------------------|

Policy H3.9 **Strengthen Sustainable Building.** Through its standards and guidelines, the City will require new residential development and rehabilitation projects to incorporate sustainable building design and siting, construction and operation. Sustainable green building means development, design, construction and operation that reduces energy consumption, particularly reduction in the use of fossil fuels and potable water; incorporates alternate and renewable energy sources and recycled water; provides more natural light; reduces storm runoff; uses renewable, local, salvage and nontoxic building materials; reduces use of non-recyclable materials and promotes recycling; and improves indoor air quality.

*Primary Implementing Programs***Program H2.H Sustainable Development and Practices**

Policy H3.10 **Timing of Housing and Infrastructure.** The City shall continue to support and strengthen the development of new housing coordinated with the development of needed infrastructure improvements.

*Primary Implementing Programs*

|              |   |
|--------------|---|
| Program H1.B | Future Land Use Planning                                  |
| Program H3.K | Transportation Element Amendments                         |
| Program H3.L | Capital Improvement Programs for Neighborhood Improvement |

Policy H3.11 **Safe and Pleasant Circulation Opportunities and Maintenance.** The City will strengthen ways to assure pleasant walking and bicycling opportunities and connections, smooth streets and ease of access. The following means, in addition to others, will be considered in achieving the City's intent:

- a. Residential development plans and Specific Plans shall emphasize walking and bicycling and transit opportunities.

- b. All area master plans and Specific Plans shall incorporate financing programs for infrastructure improvements and ongoing maintenance.

*Primary Implementing Programs*

- Program H1.B Future Land Use Planning
- Program H2.H Sustainable Development and Practices
- Program H3.L Capital Improvement Programs for Neighborhood Improvement

Policy H3.12 **Rental Conservation.** The City shall protect and conserve its existing rental housing stock.

*Primary Implementing Programs*

- Program H3.C Housing Mix
- Program H3.O Rental Acquisition and Maintenance
- Program H4.D Rental Assistance for Special Needs
- Program H5.L Maximize Rental Subsidies

Policy H3.13 **Preservation of Assisted Rental Projects.** The City shall continue to strongly encourage retention of existing federally, State and locally subsidized affordable rental housing, and intervene when necessary and feasible to preserve such housing.

*Primary Implementing Programs*

- Program H2.G Long-Term Affordability Agreements and Monitoring
- Program H3.N Retain Federally, State and Locally Subsidized Affordable Units
- Program H3.O Rental Acquisition and Maintenance

Policy H3.14 **Condominium Conversions.** The City shall continue to regulate conversions of rental developments to condominium ownership to conserve the supply of rental housing.

*Primary Implementing Programs*

- Program H5.F Database Monitoring

Policy H3.15 **Mobile Home Park Conversions.** The City shall continue to regulate conversions of mobile home parks to conserve the supply of low and moderate income housing.

*Primary Implementing Programs*

- Program H5.F Database Monitoring

Policy H3.16 **Other Rental Housing Conversions.** The City shall, to the extent permitted by law, continue to regulate conversion of multi-family housing to non-residential or Bed and Breakfast uses.

*Primary Implementing Programs*

- Program H5.F Database Monitoring

Policy H3.17 **Renter Protection.** The City shall assist efforts to protect very low and low income and special needs renters from unreasonable rent increases by supporting the development of new housing, increasing supply and monitoring existing rent restriction agreements.

*Primary Implementing Programs*

- Program H2.A Adequate Sites for Multi-Family Use
- Program H2.B New Rental Units
- Program H3.N Retain Federally, State and Locally Subsidized Affordable Units
- Program H4.D Rental Assistance for Special Needs
- Program H5.E Fair Housing
- Program H5.F Database Monitoring
- Program H5.L Maximize Rental Subsidies

**IMPLEMENTATION PROGRAMS**

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

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**GOAL H-4 We Have Housing Linked with Services for Our Special Needs Populations** — Support systems, assistance programs, and housing are in place to help the disadvantaged (homeless and those at risk of homelessness; persons with mental, physical and developmental disabilities; lower income seniors; farm-workers; single women with children; victims of domestic violence; persons with drug and alcohol dependence; persons with HIV/Aids, etc.). Napa cares about special needs households – many with children; we are doing something about it; they have a place in our community; people without homes are sheltered; and we provide housing affordable to all income levels.

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**POLICIES**

**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

## IMPLEMENTATION PROGRAMS

**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.

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*Time Frame:* Ongoing, 2015-2023

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*Objectives:* Rehabilitate 8 bedroom home for new transitional housing for homeless families  
*Timing:* 2015

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*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

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*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

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- 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.

|                        |  |
|------------------------|--|
| <i>Responsibility:</i> | <i>Housing Division and Planning Division</i>  |
| <i>Financing :</i>     | <i>Staff time</i>  |
| <i>Objectives:</i>     | <i>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</i> |
| <i>Time Frame:</i>     | <i>Establish a partnership with the Regional Center by 2016, Assist developers as funding is available</i>   |

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## GOAL H-5

We Have A Strong Sense of Community and Responsibility — We are a friendly town, with lots of interaction and community involvement. We know people in our community on a first-name basis. There is good civic participation. Our neighborhoods are organized so that participation occurs through an informed dialogue around important community choices. There is a simple planning and permitting process. The policies and programs in the Housing Element are funded sufficiently, implemented in a timely manner, and monitored for effectiveness. We are strategic in our planning, strive to accomplish our goals, and are serious in our commitment to action.

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## POLICIES

**Policy H5.1 Project Processing.** The City shall commit to “fast track” processing in every department for projects proposing onsite construction of affordable housing units or projects which are 100% affordable.

*Primary Implementing Programs*

Program H1.B Future Land Use Planning  
Program H5.C Priority Processing

**Policy H5.2 Fees.** The City shall defer and/or reduce fees for affordable housing, including second units, to the extent feasible and encourage other agencies to also do so.

*Primary Implementing Programs*

Program H5.D Affordable Housing Fees  
Program H5.K Use of Funds

**Policy H5.3 Fair Housing.** The City shall promote Fair Housing in all City housing programs.

*Primary Implementing Programs*

Program H5.E Fair Housing

**Policy H5.4 Monitoring Housing Conditions.** The City shall monitor housing needs and vacant/underdeveloped lands.

*Primary Implementing Programs*

Program H5.F Database Monitoring

**Policy H5.5 Legislative Efforts.** The City shall support key legislation that assists cities in encouraging more affordable housing units.

*Primary Implementing Programs*

Program H5.G Legislation  
Program H5.H Housing Transfer Agreements  
Program H5.I Cities/County Coordination

**Policy H5.6 Community Partnerships.** The City shall participate in and support community partnerships to assist in the development of needed housing.

*Primary Implementing Programs*

Program H1.B Future Land Use Planning  
Program H5.I Cities/County Coordination  
Program H5.J Community Outreach Efforts  
Program H5.M Public/Private Partnerships

**Policy H5.7 Community Outreach and Education.** The City shall commit to expanding community outreach and

involvement and to promote educational efforts relating to all facets of affordable housing, including the provision of housing materials for non-English speaking members of the community.

*Primary Implementing Programs*

Program H1.B Future Land Use Planning  
 Program H5.J Community Outreach Efforts  
 Program H5.M Public/Private Partnerships

Policy H5.8 **Local Resources for Housing.** The City shall seek to increase local resources dedicated to affordable housing.

*Primary Implementing Programs*

Program H5.D Affordable Housing Fees  
 Program H5.K Use of Funds

Policy H5.9 **Maximize Use of Available Funds.** The City shall utilize local resources, and state and federal assistance to the fullest extent possible to achieve Housing Element goals.

*Primary Implementing Programs*

Program H5.D Affordable Housing Fees  
 Program H5.K Use of Funds

## IMPLEMENTATION PROGRAMS

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*