

**Please Start Here**

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Reporting Calendar Year	2020
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**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

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Jurisdiction	Napa	
Reporting Year	2020	(Jan. 1 - Dec. 31)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2							3	4		
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	185				53		30				83	102
	Non-Deed Restricted												
Low	Deed Restricted	106		6	1	15	16	27				94	12
	Non-Deed Restricted						11	18					
Moderate	Deed Restricted	141		2			20					63	78
	Non-Deed Restricted						21	20					
Above Moderate		403	99	135	37	523	92	44				930	
Total RHNA		835											
Total Units			99	143	38	591	160	139				1170	192

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
 Cells in grey contain auto-calculation formulas





# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	Napa	
<b>Reporting Year</b>	2020	(Jan. 1 - Dec. 31)

**Table D**

### Program Implementation Status pursuant to GC Section 65583

<b>Housing Programs Progress Report</b>			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H1.A - Adequate Sites	Maintain Adequate Sites	Ongoing; 2015-23	Ongoing
H1.B - Future Land Use Planning	Adopt a General Plan Update	2016-18	General Plan Update underway
H1.C - Local Housing Need	Prioritize land resources for population groups with the highest need. Evaluate local housing needs for special population groups, given limited land supply	As projects are submitted	As part of the General Plan Update, an inventory of underutilized sites is being created for potential rezoning into housing sites
H1.D - Jobs-Housing Analysis	Improve linkages between housing and employment development	As plans are developed	Being studied in the General Plan Update
H1.E - Job Impact Analysis	Heightened link between jobs and housing	As major projects are proposed and reviewed	Being studied in the General Plan Update
H1.F - Housing Sites Study of Surplus Institutional Lands	Completion of Housing Sites analysis for surplus or potentially surplus institutional lands and follow-up actions	2016-18	Underway
H2.A - Adequate Sites for Multifamily Use	Completion of Sites study for futher Housing Element	2020-23	Underway
H2.B - New Residential Units	220 Units	Ongoing; 2015-23	In 2020, 50 additional affordable units started construction. In addition, 42 affordable units that started construction in 2019 remain under construction (8 at Napa Creek Village and 34 at Redwood Grove).
H2.C - New Ownership Units	15 ownership housing units	Ongoing; 2015-23	The 34-unit affordable homeownership project, Redwood Grove, continued construction in 2020.
H2.D - First Time Buyer Programs	Assist 80 low-income households to become first time homebuyers	Ongoing; 2015-23	10 low-income households were assisted in CY2020.
H2.E - Identify Potential Acquisition Sites	Identify and acquire 1-2 sites	Ongoing; 2015-23	Housing Sites analysis underway
H2.F - Affordable Housing Overlay Zones	Modify Zoning Overlay District	2016-18	Following General Plan Update (2021)
H2.G - Long-Term Affordability Agreements and Monitoring	Approve long term agreements for new affordable units and provide monitoring of these agreements and projects funded under Federal, State, or local housing programs	Agreements as projects occur, Monitoring in an ongoing activity	Monitoring conducted annually
H2.H - Sustainable Development and Practices	Review and update every two years to continue to meet State standards	Ongoing; 2015-23	Ongoing
H2.I - Preferences in Affordable Housing	Study and possible development of administrative regulations to provide eligibility preferences for people who live and/or work in Napa for affordable housing programs	2016-18	The City is researching feasibility under Fair Housing laws. The County is also exploring legislation to allow employee housing
H2.J - Duplex and Triplexes in Other Areas	Zoning amendment	2016-17	Following General Plan Update (2021)
H3.A - Design Review	Implement design guidelines and meeting process	Ongoing; 2015-23	Design Review requirements amended in 2017
H3.B - Use of Planned Development Zoning	Promote design flexibility	Ongoing; 2015-23	Planned Development zoning used to accommodate Harvest Village, a cottage home development
H3.C - Housing Mix	Monitor and potentially increase mix of housing throughout the City of Napa	Incorporate such research as review as part of next overall General Plan Update	Reviewing as part of the General Plan Update currently underway.
H3.D - New Second Units	36 units/ 14 very low income; 13 low income; 9 moderate income	Ongoing; 2015-23	45 ADUs approved in 2020. In addition, the City continued its Junior Unit initiative pilot program which provides financing and technical assistance to homeowners to create junior accessory dwelling units which are rented to low-income tenants. 3 deed-restricted ADUs were completed through the program in 2020.
H3.E - Second Unit Standards and Fees	Revise Ordinance including work with service providers	2016	In 2018, the City adopted an ordinance amendment to exclude any dwelling unit 500 square feet or less from being charged affordable housing impact fees. Additionally, Napa Sanitation District and Napa Valley USD changed their fee structures to exclude ADUs under 500 square feet from impact fees.
H3.F - Amnesty Program	Consider and potential development of Amnesty Program	2020	Amnesty of un-permitted units is taking place organically with changes to the ADU Ordinance.
H3.G - Rental and Owner Rehabilitation Programs	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	Ongoing; 2015-23	In 2020, 19 owner-occupied units for low and very-low income homeowners were rehabilitated, including 7 through the Owner Occupied Rehab Loan Program and 12 through the Emergency Repair Grant Program. River Park Manor, a 105 unit market rate apartment complex that was converted to an affordable housing project, was renovated in 2020. The project includes 104 affordable units and 1 manager's unit. Also in 2020, Charter Oaks, a 75-unit affordable rental project, began renovations. This would also increase the project's affordability by increasing the number of very-low income units from 15 to 31 units. In addition to 1 manager's unit, there will be 43 low-income units.
H3.H - Code Enforcement	Improve community health and safety	Ongoing; 2015-23	Ongoing
H3.I - Targeted Neighborhood Improvement	"Cleanup" of neighborhoods experiencing deterioration	Ongoing; 2015-23	Ongoing
H3.J - Historic Area Process	Provide information to public on appropriate historic remodel techniques; Cultural Heritage Commission Certificates of Appropriateness; Historic Survey update	Ongoing; 2015-23	Ongoing
H3.K - Transportation Element Amendments	General Plan Amendment	Address as part of overall General Plan Update	General Plan Update underway
H3.L - Capital Improvement Programs for Neighborhood Improvement	Improvement of neighborhood quality through specific improvements as outlined in CIP and CDBG Consolidated Plan	CIP during budget review; and CDBG 5-year plan and annual reviews	Ongoing
H3.M - Parks & Recreation Element Update	Assure adequate parks to serve higher density areas	2016-18	General Plan Update underway
H3.N - Retain Federal, State, and Locally Subsidized Affordable Units	None at present; no units are at risk	Ongoing; 2015-23	No units threatened in 2020

H3.O - Rental Acquisition and Maintenance	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	Ongoing; 2015-23; property management and maintenance standards shall be developed by the time first units are ready for occupancy	In 2020, the City completed environmental review and entitlements for an affordable housing project which would include the reuse of an abandoned assisted living facility which would be converted into affordable rental housing (65 very-low, of which 33 would be permanent supportive housing units).
H3.P - Mixed-Use Livability	Mixed-Use review; new standards, guidelines as needed	2018-20	Following General Plan Update (2021)
H4.A - Emergency Shelters	Emergency Shelters to meet Continuum of Care identified unmet needs	Ongoing; 2015-23	City funded existing emergency shelter operations in 2020 and actively participated in the COC. City & County continued to implement recommendations may by national experts in order to redesign the community's homeless system to be a more housing-focused system.
H4.B - Permanent Supportive/Transitional Housing	Rehabilitate 8 bedroom home for new transitional housing for homeless families	2015	See Program H3.O - In 2020, the City approved the environmental review and approved entitlements for Heritage House/Valle Verde, a proposed affordable housing project which includes the reuse an abandoned assisted living facility. The proposed project would include 33 permanent supportive housing units for chronically homeless persons.
H4.C - Support Services	Retain existing and support and assist implementation of added support facilities and services	Day Services Center continuation in the community; other services are ongoing contingent on funding	Ongoing
H4.D - Rental Assistance for Special Needs	Maintain 10 shelter Plus Care vouchers/year, 30 Mainstream vouchers for disabled/year and 100 non-elderly Disabled (NED) Vouchers	Ongoing; 2015-23	SPC vouchers were maintained in 2020. In 2020, the Housing Authority was awarded 30 new Mainstream Vouchers for non-elderly disabled households, bringing the Housing Authority's total Mainstream vouchers to 71. The Housing Authority continued its Landlord Mitigation and Incentive Program, launched in 2017, to help house homeless and at-risk of homeless persons. In 2020, the Housing Authority reserved 39 project-based vouchers (in two different developments) for chronically homeless referred through the County's Coordinated Entry System.
H4.E - Capital Improvements for Non-Profit Facilities	Provide funds to assist in maintenance of non-profit facilities serving low income and special needs groups	CDBG allocations	As described in H4.A above, in 2018 the City approved CDBG funds to Catholic Charities to make ADA improvements to Rainbow House, so one of the buildings could be converted to a family homeless shelter.
H4.F - Encourage Well Managed New SRO Permanent Housing	Revise SRO Ordinance; 20 units for extremely low and low income	Ordinance revision by 2016; units by 2023	Under Review
H4.G - Rehabilitate Existing Facilities for SROs	Rehabilitate 20 units of housing to SRO units	Ongoing; 2015-23	The City completed environmental and entitlement review for an affordable housing project, Heritage House/Valle Verde, that includes the conversion of an abandoned assisted living facility into a 66-unit affordable housing project. Sixty of these units would be SROs.
H4.H - Coordination with Napa County and Other Actions to address Farmworker Housing	Promote access to new permanent housing in the City by distributing bilingual information when new affordable rental opportunities are available, implementing related programs, and coordinante 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 farmworaks and equivalent income households during planning period	Ongoing; 2015-23 or as specifically noted in program	Ongoing
H4.I - Housing for Developmentally Disabled Persons	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 parnter with the North Bay Housing Coalition to rehabilitate units for the developmentally disabled and provide access to Section 8 vouchers	Establish a partnership with the Regional Center by 2016; Assist developers as funding is available	In 2020, the Housing Division provided ADA Improvements to 4 units as part of its Emergency grant/rehab programs
H5.A - Universal Design	Add Universal Design provisions to zoning ordinance	2016	Under Review
H5.B - Traffic Impact Overlay	Monitor as new developments are proposed. Pursue modifications to the :TI Overlay as needed	Ongoing; 2015-23	Ongoing
H5.C - Priority Processing	Develop administrative policy for project processing during and after approvals	2017	Completed 2017
H5.D - Affordable Housing Fees	Retain ability to defer fees	Ongoing; 2015-23	On-going.
H5.E - Fair Housing	Retain Fair Housing Agency	Ongoing; 2015-23	City continued to fund Fair Housing in 2020.
H5.F - Database Monitoring	Incorporate permit tracking and land use databases into GIS system	Ongoing; 2015-23	Under Review
H5.G - Legislation	Monitor and support key legislation	Ongoing; 2015-23	City continued to support key legislation in 2020.
H5.H - Housing Transfer Agreements	Assist County in meeting Housing Needs	Ongoing; 2015-23	Napa Pipe Agreement includes the City of Napa taking 80% of the County's RHNA in the Sixth Housing Cycle
H5.I - Cities/Counties Coordination	Improve coordination on City/County housing issues	Ongoing; 2015-23	Continued to work with County & other cities on housing issues including updating joint underwriting guidelines in 2020.
H5.J - Community Outreach Efforts	Outreach and education	Ongoing and as Specific Plans are developed	Continue to provide Notice of Application to property owners within 500 feet for all project applications.
H5.K - Use of Funds	Implementation of Housing Prorams	Ongoing; 2015-23	In 2019, the City approved a loan reservation of \$2.2 M in funding from the City's Affordable Housing Impact fees for Heritage House-Valle Verde (a 90-unit affordable rental project) which was entitled in 2020 and provided funding for the Redwood Grove project, a 34-unit affordable homeownership project, which started construction in 2020.
H5.L - Maximize Rental Subsidies	Maintain existing allocation of up to 1,378 Section 8 Rental Vouchers Countywide (including Program 4.D special needs vouchers)	Ongoing; 2015-23	Utilized 98% of Section 8 allocation in 2020
H5.M - Public/Private Partnerships	Use of private resources to achieve housing element goals	Ongoing; 2015-23	Continued to encourage private resources for affordable housing - especially through use of Housing Density Bonus program. Participated in Non-Profit Coalition Housing Subcommittee. Continued to partner with the County through an MOU for the homeless system
H5.N - Water and Sewer Service Provider Coordination	Ensure that water and sewer providers are aware of the City's plans for residential development throughout the City	By January 31, 2016	Distributed June 18, 2015



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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table F**

**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)**

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 <sup>+</sup>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	
Rehabilitation Activity		11	93	104					River Park Manor - Rehabilitation of 105 market-rate units converted to 104 deed-restricted, low-income units and 1
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income		11	93	104					





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<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	30
	Non-Deed Restricted	0
Low	Deed Restricted	27
	Non-Deed Restricted	18
Moderate	Deed Restricted	0
	Non-Deed Restricted	20
Above Moderate		44
<b>Total Units</b>		<b>139</b>

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	351
Total Housing Units Approved:	339
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

<b>Units Constructed - SB 35 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Cells in grey contain auto-calculation formulas

