



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
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Meeting Agenda Planning Commission

Wednesday, March 20, 2024

6:00 PM

Town Hall, 363 N.Main Street
and Via Video Conference

Special Meeting

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PLANNING COMMISSIONERS PLEASE TAKE NOTICE

Planning Commissioners are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

ZOOM WEBINAR INVITATION

This meeting is being presented in a hybrid format, both in person at Town Hall and via Zoom.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83080370942>

Or One tap mobile :

+16694449171,,83080370942# US

+17193594580,,83080370942# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 669 444 9171 US

Webinar ID: 830 8037 0942

International numbers available: <https://us06web.zoom.us/j/83080370942>

To speak during public comment portions of the agenda via zoom, please join the meeting and use the raise hand feature when the Chair or Acting Chair calls for public comment on the item you wish to address.

1. PUBLIC COMMENTS ON: (1) NON-AGENDA & (2) CONSENT CALENDAR

ITEMS

MANNER OF ADDRESSING THE COMMISSION: All remarks and questions shall be addressed to the Planning Commission; no discussion or action will be taken pursuant to the Brown Act. No person shall speak without being recognized by the Chair or Acting Chair. Public comments are restricted to three (3) minutes per speaker.

TIME ALLOTMENT FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Thirty (30) minutes shall be allotted to receiving public comments. If necessary, the Chair or Acting Chair may allot an additional 30 minutes to public comments after Conduct of Business to allow those who have not yet spoken to do so. Any citizen, after being recognized by the Chair or Acting Chair, may speak on any topic that may be a proper subject for discussion before the Planning Commission for such period of time as the Chair or Acting Chair may determine is appropriate under the circumstances of the particular meeting, including number of persons wishing to speak or the complexity of a particular topic. Time limitations shall be set without regard to a speaker's point of view or the content of the speech, as long as the speaker's comments are not disruptive of the meeting.

BROWN ACT REQUIREMENTS: The Brown Act does not allow action or discussion on items not on the agenda (subject to narrow exceptions). This will limit the Commissioners' response to questions and requests made during this comment period.

WRITTEN PUBLIC COMMENTS: Written public comments received after agenda publication are forwarded to the Commissioners as soon as possible after receipt and are available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be emailed to CDD@fortbragg.com.

2. STAFF COMMENTS

3. MATTERS FROM COMMISSIONERS

4. CONSENT CALENDAR

All items under the Consent Calendar will be acted upon in one motion unless a Commissioner requests that an individual item be taken up under Conduct of Business.

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

6. PUBLIC HEARINGS

7. CONDUCT OF BUSINESS

7A. [24-651](#) Revision of Fort Bragg Planning Commission Bylaws 2024

Attachments: [PC Bylaws 2024 FINAL REVISED](#)
[PC Meeting Schedule 2024 FINAL REVISED](#)

7B. [24-634](#) General Discussion on Use of Dark Paint Colors in the Central Business District

Attachments: [Memorandum: Paint Colors in the Central Business District](#)

- 7C. [24-633](#) Receive Report and Provide a Recommendation to City Council to Accept the Annual 2023 General Plan Report and Annual 2023 Housing Element Progress Report.

Attachments: [General Plan Report 2023](#)
[Housing Element Annual Progress Report 2023](#)
[Public Comment 24-633](#)

ADJOURNMENT

The adjournment time for all Planning Commission meetings is no later than 9:00 p.m. If the Commission is still in session at 9:00 p.m., the Commission may continue the meeting upon majority vote.

STATE OF CALIFORNIA)
)ss.
 COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on March 15, 2024.

 Maria Flynn
 Administrative Assistant, Community Development Department

NOTICE TO THE PUBLIC

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Community Development Department at 416 North Franklin Street, Fort Bragg, California, during normal business hours. Such documents are also available on the City’s website at www.fortbragg.com subject to staff’s ability to post the documents before the meeting.

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.

If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).



City of Fort Bragg

416 N Franklin Street
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Phone: (707) 961-2823
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Text File

File Number: 24-651

Agenda Date: 3/20/2024

Version: 1

Status: Business

In Control: Planning Commission

File Type: Staff Report

Agenda Number: 7A.

Revision of Fort Bragg Planning Commission Bylaws 2024

Exhibit A
FORT BRAGG PLANNING
COMMISSION BYLAWS
01/31/2024

I. PURPOSE

The purpose of the bylaws of the Fort Bragg Planning Commission is to establish its rules of procedure governing its meetings, its operation, its conduct of public hearings and the performance of its duties. (Fort Bragg Municipal Code §2.20.090 and 2.20.100)

II. MEETINGS

- A. The Commission shall hold its regular meetings on the second and fourth Wednesday of each month at 6:00 p.m. At the first regularly held meeting of the year, the Commission may adopt a specific meeting schedule that provides alternate meeting dates to avoid conflict with recognized City holidays. The Commission shall not schedule meetings on the fourth Wednesday of November or December. The meeting schedule shall be posted for public review at City Hall and on the City's website. (Fort Bragg Municipal Code§ §2.20.060, 2.20.090 and 2.20.100)
- B. The meeting place of the Planning Commission for the transaction of business is fixed and established at the Town Hall, situated on the southwest corner of North Main and Laurel Streets, and commonly known as 363 North Main Street, Fort Bragg, California or virtually if resolved by the body in accordance with AB361. The meetings will be conducted in person, via webinar and televised on local TV as well as livestreamed on the City's website. (Fort Bragg Municipal Code §2.20.100)
- C. A special meeting of the Planning Commission may be called at any time by:
1. The Chair; or,
 2. In the Chair's absence, by the Vice-Chair; or,
 3. By a majority of the members of the Planning Commission; or
 4. The City Manager, Community Development Director, or City Staff

Unless a special meeting is called by a majority vote of the members at a regular or special meeting, a written notice must be delivered, to each member of the Planning Commission at least twenty-four hours prior to the special meeting. The notice must specify the time and place of the special meeting and the business to be considered. The notice must be posted at City Hall in the kiosk and on the City's website. The only business that may be considered at a special meeting is the business shown on the notice. (Fort Bragg Municipal Code §2.20.100)

- D. All regular and special meetings shall be open to the public. (Fort Bragg Municipal Code §2.20.100)

- E. The order of business of the Planning Commission shall be as follows:
1. Call to Order
 2. Pledge of Allegiance
 3. Roll Call
 4. Public Comments on (1) Non-Agenda Items & (2) Consent Calendar Items
 5. Matters from Staff
 6. Matters from Commissioners
 7. Consent Calendar
 8. Disclosure of Ex Parte Communications on Agenda Items
 9. Public Hearings
 10. Conduct of Business
 11. Adjournment
- (Fort Bragg Municipal Code §2.20.100)
- F. The adjournment time for all Commission meetings shall be 9:00 p.m. If the Commission is still in session at 9:00 p.m., the Commission may continue the meeting upon majority vote. Further, if it appears that the meeting will adjourn, the Planning Commission shall vote upon which items are to be continued to a future meeting. If a public hearing is underway at adjournment, the Planning Commission may continue the meeting to a future date certain. (Fort Bragg Municipal Code §2.20.100)

III. OPERATIONS

- A. There shall be five (5) members of the Planning Commission appointed by the City Council. Each member of the City Council may submit the name of a resident of the City as a nominee for a seat on the Planning Commission. The City Council as a whole shall vote to appoint the nominee, the appointment requiring the affirmative vote of at least three (3) City Councilmembers. (Fort Bragg Municipal Code §2.20.020)
- B. Planning Commission members shall be seated for a potential term coinciding with that of the nominating City Councilmember, provided, however, that the commissioners serve at the will of the City Council. The City Council may remove any Planning Commissioner at any time through the affirmative vote of at least four (4) of the City Councilmembers. (Fort Bragg Municipal Code §2.20.020)
- C. A majority of appointed Planning Commissioners constitutes a quorum for the transaction of business. (Government Code §36810)
- D. At the first regularly held meeting of the year, the Planning Commission shall select one of its members as Chair and one member as Vice-Chair of the Commission. In case of the absence of the Chair, the Vice-Chair shall act as the Chair. If the Chair and Vice-Chair leave the Commission, and there are no officers, the Commission shall

elect a Chair and Vice-Chair as the first order of business of the meeting. (Fort Bragg Municipal Code §2.20.050)

- E. At the first regularly held meeting of the year, the Commission may discuss and adopt a work schedule for the year as a guide for work on the General Plan of the City. (Fort Bragg Municipal Code §2.20.100)
- F. The Community Development Director or designee shall provide updates to the Commission of all major current planning projects and all long range planning activities at the request of the Chair.
- G. After the close of the calendar year, the Commission may discuss and prepare a summary report of its work for the calendar year. The report may be submitted to the City Council and may be used for reporting to County, State or Federal agencies. (Fort Bragg Municipal Code §2.20.010)
- H. To allow for efficient consideration of planning and zoning matters, Ad Hoc committees may be appointed to consider specific matters and report to the Commission. Ad Hoc committees will be appointed by the Chair, after consultation with the Commission as to the purpose and composition of the committee. Not more than two commissioners may be appointed to an Ad Hoc committee. (Fort Bragg Municipal Code §2.20.100)
 - 1. At the first meeting of each Ad Hoc committee, one member shall be elected as Chair. The Chair shall be responsible to direct the committee and to report to the Commission when the committee believes it has completed its task. The Chair shall ensure that proper notices are posted at City Hall for meetings of the Ad Hoc committee. The Chair shall account for member participation and attendance at meetings or other work related to the task, including records of action or progress. The Chair may report to the Commission periodically, about progress and/or about member attendance. Each member of an Ad Hoc committee is responsible to attend meetings of the committee. Committee meeting dates shall be set by a consensus of the committee.
 - 2. If one or more members of an Ad Hoc committee is/are absent from one (1) meeting that has been set by consensus, the Chair shall attempt to contact the member and determine his/her interest in serving on the committee. The Chair shall report to the Commission, requesting a replacement member, if the member is not willing to continue or if failure to attend meetings continues.
 - 3. Final Ad Hoc committee recommendations shall be presented to the Commission by the Chair in writing. When the committee report is received, the Commission may receive majority and minority opinions from committee members.
 - 4. If the Commission has a vacancy, all Ad Hoc committee activities shall cease until the Commission is fully seated with all five members, in order to avoid any Brown Act violations.
- I. The Chair shall decide all questions of order. (Fort Bragg Municipal Code §2.20.100)

- J. The Chair may make or second any motion before the Planning Commission and present and discuss any matter as a member of the Planning Commission. (Fort Bragg Municipal Code §2.20.100)
- K. In the event of a tie vote, the motion shall fail. (Fort Bragg Municipal Code §2.20.100)
- L. A motion to reconsider shall not be in order except on the same day or at the next session of the Commission after which the action being proposed for reconsideration took place. Such motion must be made by a member who voted with the majority on the question, except that a member who was necessarily absent may, at the next meeting at which he or she is present, have a right to move a reconsideration of the same. A motion to reconsider shall require a majority vote. Whenever a motion to reconsider fails, further reconsideration shall not be granted.
- M. No member of the Planning Commission shall be permitted to interrupt another during debate or discussion of any subject. (Fort Bragg Municipal Code §2.20.100)
- N.
 1. Every member of the Planning Commission present shall vote on every question or matter when put, except when disqualified from voting by operation of law, or unless the Planning Commission for special reasons entered in the minutes, excuses the member from voting on a particular matter then under consideration. Should a member abstain from voting, they shall state the reason for abstaining, and said reason shall be recorded in the minutes of said meeting. (Fort Bragg Municipal Code §2.20.100)
 2. Any member of the Planning Commission who votes in the minority, on any question or matter, may file a minority opinion. The minority opinion may be verbal at the time of the vote, or written and submitted for inclusion into the minutes of the question or matter. A minority opinion shall be shown as the personal comments of an individual member and not subject to change by a majority of the Commission. A written minority opinion must be submitted to the Planning Director between the vote on the question or matter and the beginning of the next regular meeting when the minutes on the question or matter are considered.
- O. When the Commission revises staff recommendations on an application and the applicant is not present or represented, the Commission shall defer a decision until the applicant can be present or represented, unless that applicant has submitted a formal written request for the Commission to consider their project application without the applicant's presence.
- P. Each member of the Planning Commission is responsible to attend Commission meetings. Section 2.20.080 of the Fort Bragg Municipal Code shall be enforced for each member. Section 2.20.080 reads as follows: In the event a member of the Commission does not attend meetings for a period of 60 days, unless excused for cause by the Chairperson of the Commission, the office of the member shall be deemed to be vacant and the term of the member ipso facto terminated. The Secretary of the Commission shall immediately notify the Mayor of the termination.

- Q. If the Planning Director determines that a substantial question of interpretation on a planning matter needs the review of the Planning Commission, the Planning Director shall introduce the matter at the next regular meeting. The matter may apply to City ordinances or to a current project. The Planning Director shall provide a written report to the Planning Commission including the following:
1. A statement of the substantial question for review.
 2. A reference to ordinances in the Municipal Code that apply to the substantial question.
 3. A reference to the portions of the General Plan that may apply.
 4. A reference to previous actions by the Commission or City Council that may apply.

After the Planning Commission has studied the substantial question, it shall adopt a finding to be used by the Planning Director for all future interpretations/applications of the planning regulation.

IV. PUBLIC HEARINGS

On any matter before the Planning Commission that requires a public hearing, the following procedure shall be followed:

- A. The Chair will announce the item from the agenda;
- B. The Chair will open the public hearing, stating the time:
 1. The Community Development Director and/or planner will present a staff report and answer questions of the Commissioners;
 2. If it is apparent that there is considerable public interest in the matter, the Chair may poll the audience for an indication of the number of persons who wish to address the Commission; and,
 3. The Chair may:
 - a) Request that testimony be combined through a spokesperson where possible; and,
 - b) Limit each person who has addressed the Commission to a single opportunity to clarify their testimony.
- C. The applicant shall be given an opportunity to present the matter and answer questions from staff or Commissioners, unless they waive that right by letter in advance of the meeting;
- D. Members of the public and/or public agencies will be given an opportunity to present their comments;
- E. For meetings held in person, speakers before the Planning Commission shall approach the public podium and give their comments. They may also provide their

name, address, and whether they live or work in the City prior to addressing the Commission;

- F. For meetings held virtually via webinar comments can be made in real-time while the item is open to public comment by the Planning Commission.
- G. Spoken public comments are restricted to three minutes each, unless the Chair provides a longer period for public comments. All written comments or emails received before or during the meeting that have not been published with the agenda packet will be forwarded to the Commissioners as soon as possible after receipt and will be available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, California, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible.
- H. Questions from the public or Commissioners should be directed through the Chair, unless the Chair decides to manage questions in a different manner;
- I. When all comments have been presented to the Commission, any of the following options may be selected:
 - 1. Continue the public hearing until a future date certain if there are issues raised during the hearing that need further clarification or information for application review;
 - 2. Continue the public hearing to an unspecified date if there are issues raised during the hearing that need further clarification or information for application review; in this situation the public hearing shall be re-noticed.
 - 3. Leave the public hearing open while the Commission discusses action proposed to be taken, if the Chair wants to provide an opportunity for further input from the public or the applicant during the deliberation process; and,
 - 4. Close the public hearing, stating the time. The Commission shall then discuss the action to be taken. (Fort Bragg Municipal Code §2.20.100)
- J. For current planning approvals, at the close of the deliberations, a Planning Commissioner shall make a motion to:
 - 1. Adopt the resolution adopting the CEQA document for the review of the project if CEQA review was required; and, if seconded, the Commission will act on the CEQA resolution prior to consideration of the planning resolution; and
 - 2. Adopt the planning permit(s) resolution subject to all special and standard conditions; or
 - 3. Adopt the planning permit(s) resolution subject to all special and standard conditions as modified by the Commission. The Commissioner shall clearly state for the record any proposed modifications, additions or deletions to any special conditions prior to making a motion; or
 - 4. Provide direction to staff to prepare a resolution for denial of the permit. The Commission members indicating that they would vote for denial of the permit shall identify the reasons for denial of the application.

- K. After the motion is made by a Commissioner, it must be seconded by another Commissioner. If there is no second, the motion dies. The Chair will ask for a vote of the Commission only after a motion is made and seconded.
- L. After the Commission votes, the Community Development Director or Planning Staff shall describe the appeal process and timeline (to the City Council, and if relevant, to the Coastal Commission).
- M. For recommendations to City Council on legislative matters, the Planning Commission shall provide recommendations and suggested changes to any proposed ordinance. Recommendations may be made by minute order or by resolution depending on statute.



CITY OF FORT BRAGG

416 N. FRANKLIN, FORT BRAGG, CA 95437
PHONE (707)961-2823

MEMORANDUM

DATE: March 13, 2024
TO: Planning Commissioners
FROM: Community Development Department
SUBJECT: Revised 2024 Schedule for Regular Planning Commission Meetings

At their meeting on March 13, 2024 Planning Commissioners directed Community Development Department Staff to bring forward a revised Meeting Schedule, reinstating the regularly scheduled meeting on the fourth Wednesday of each month, starting April 2024.

2024 Regular Meeting Schedule

	Second Wednesday	Fourth Wednesday
January	1/10/2024	1/24/2024*
February	2/14/2024	2/28/2024*
March	3/13/2024	3/27/2024*
April	4/10/2024	4/24/2024
May	5/8/2024	5/22/2024
June	6/12/2024	6/26/2024
July	7/10/2024	7/24/2024
August	8/14/2024	8/28/2024
September	9/11/2024	9/25/2024
October	10/9/2024	10/23/2024
November	11/13/2024	11/27/2024**
December	12/11/2024	12/25/2024**

* Special Meetings per Resolution PC 01-2024 adopted on January 10, 2024.

** Planning Commission meetings would not be scheduled on November 27 nor December 25.



City of Fort Bragg

416 N Franklin Street
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Phone: (707) 961-2823
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Text File

File Number: 24-634

Agenda Date: 3/20/2024

Version: 1

Status: Business

In Control: Planning Commission

File Type: Staff Report

Agenda Number: 7B.

General Discussion on Use of Dark Paint Colors in the Central Business District



CITY OF FORT BRAGG
Incorporated August 5, 1889
416 N. Franklin Street, Fort Bragg, CA 95437
Phone: (707) 961-2823

MEMORANDUM

DATE: MARCH 20, 2024
TO: PLANNING COMMISSION
FROM: COMMUNITY DEVELOPMENT DEPARTMENT (CDD)
SUBJECT: DISCUSSION ON USE OF DARK PAINT COLORS IN THE CBD

Historically, building color palettes proposed for buildings in the Central Business District (CBD) have consisted of lighter, brighter, or more neutral hues. However, staff have observed an increase in paint applications proposing darker colors, up to and including very dark shades of black. While commercial building paint color applications are Administrative Design Review per ILUDC 18.71.050, and as such are typically approved by the Community Development Director in the absence of concurrent processing at a public hearing, department staff are seeking Planning Commission's input on the matter.

The following is an excerpt from the Design Guidelines as well as several examples of building facades in the Central Business District. We look forward to your discussion and feedback.

Fort Bragg Citywide Design Guidelines, updated April 2022 –

Colors

Preferred Standards

1. Colors should enhance different parts of a building's façade and be consistent with the desired architectural style.
2. Colors west of Highway 1 should recede in the view shed or be subordinate to the view shed. Dark earth tone colors are preferred where the view shed is dark and lighter earth tone colors may be preferred where the background is lighter.
3. Colors should visually relate building elements to each other, and also individual facades to each other. The colors chosen for a building façade should complement neighboring facades (but should not replicate).
4. Color should be used as an important design element in the development's appearance. Historically, certain color palettes were associated with particular architectural styles. Whenever possible, exterior building colors should reflect the basic colors of the architectural style or period of the building or its environment. For example, bright and rich color combinations associated with the Victorian Era are appropriate downtown. However, in the coastal zone color pallet should focus on earth tone colors. Bright and sharply contrasting colors should be avoided.

5. Colors used on exterior facades should be harmonious and contrasting compatible colors are encouraged to accentuate details
6. No fewer than two colors should be used on any given façade, and three or more colors are preferred. This includes any “natural” colors such as unpainted brick or stone. The three preferred colors should constitute the primary base color, secondary color and minor trim color.

Here are some examples of colors most commonly seen in the Central Business District, which trend toward both lighter and brighter shades, with contrasting trim in alignment with the Design Guidelines:

East side of Franklin Street



West side of Franklin Street



North side of Laurel Street



The old Tip Top is a bit of an outlier, with its dark shingles and brick facade:



Lastly, a couple of examples of existing buildings of a darker hue, approved in more recent years:





City of Fort Bragg

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Text File

File Number: 24-633

Agenda Date: 3/20/2024

Version: 1

Status: Business

In Control: Planning Commission

File Type: Staff Report

Agenda Number: 7C.

Receive Report and Provide a Recommendation to City Council to Accept the Annual 2023 General Plan Report and Annual 2023 Housing Element Progress Report.



City of Fort Bragg

GENERAL PLAN

ANNUAL PROGRESS REPORT

2023



March 2024

Fort Bragg City Council

Bernie Norvell, Mayor
Jason Godeke, Vice Mayor
Tess Albin-Smith, Council Member
Lindy Peters, Council Member
Marcia Rafanan, Council Member

Planning Commission

Scott Deitz, Chair
Jeremy Logan, Planning Commissioner
Dave Jensen, Planning Commissioner
Stan Miklose, Planning Commissioner
Jary Stavely, Planning Commissioner

Prepared by:

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&
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City of Fort Bragg
416 N Franklin Street
Fort Bragg, CA 95437

Contents

Présentation Date to the City Council.....	4
Date of Last General Plan Update.....	4
Introduction.....	4
Housing Element Implementation Activities.....	5
Land Use Element Implementation Activity.....	9
Public Facilities Element Implementation Activity.....	10
Conservation, Open Space, Energy, and Parks Element Implementation Activity.....	10
Circulation Element Implementation Activity.....	11
Community Design Element Implementation Activity.....	11
Safety Element Implementation Activity.....	12
Noise Element Implementation Activity.....	12
Sustainability Element Implementation Activity.....	12
Summary of Development Activity and the General Plan(s).....	13
Compliance with Office of Planning and Research Guidelines.....	14
Priorities for Land Use Planning.....	15
Conclusion.....	17
Appendix A – Housing Element Report (2023).....	18
Appendix B – City Council Comments.....	19

Date to the City Council

March 13, 2023

Last General Plan Update Date

Coastal General Plan : 2008

Inland General Plan : 2012

Housing Element Update : 2019

Introduction

Government Code Section 65400 requires jurisdictions to submit an annual report on the status of the City's General Plan to the Office of Planning and Research (OPR) and to the Department of Housing and Community Development (HCD) prior to April 1st each year. The General Plan Annual Report is intended to assess General Plan implementation, and the effectiveness of the plan to support orderly growth and development; preservation and conservation of open space and natural resources; and the efficient expenditure of public funds. The report is provided for informational purposes only.

A General Plan provides the legal framework for decision-making regarding land use, development, and conservation. State law requires that General Plans be kept current and internally consistent and that the Housing Element be updated every eight (8) years.

The City has two General Plans, the Inland General Plan, adopted in 2012, and the Coastal General Plan adopted in 2008. The City Council adopted Fort Bragg's 6th Cycle (2019-2027) Housing Element, which was reviewed and certified by the Department of Housing and Community Development in 2019.

The General has seven State required elements and two additional elements:

- **Land Use Element** - Discusses the location, distribution, and extent of various permitted land uses within the City. This element identifies standards for population density and development intensity for each type of land use.
- **Public Facilities Element** - Establishes the essential public facilities and services to ensure that the existing and future population of Fort Bragg is provided with the highest feasible level of public services.
- **Conservation, Open Space, Energy and Parks Element**- Contains the State-mandated open space and conservation elements. Emphasis is placed on protecting the City's natural resources, protecting and enhancing environmentally sensitive areas, and providing open space and parks to meet the community's recreational needs. This element also includes specific policies and programs to ensure continued public access, preserve and enhance scenic views, protect wetlands, bluff tops, and other natural resources.
- **Circulation Element** - Contains policies and Levels of Service standards for the roadway system, which will be updated to reflect the Vehicle Miles Traveled. This element also contains policies for public transit, bicycle facilities, parking and transportation for the mobility impaired, taking into account the relationship between land use and transportation needs of the community.
- **Community Design Element** - Establishes policies and programs dealing with the appearance of the community. It includes urban design guidelines to ensure that development contributes to

the community's identity and unique sense of place, and policies to preserve historic sites and buildings.

- **Safety Element** - Contains policies and programs to reduce the risk of injury, loss of life, and property damage resulting from natural disasters and hazardous conditions and materials.
- **Noise Element** - Contains policies and programs to reduce the community's exposure to excessive noise.
- **Sustainability Element (Inland only)** - Includes policies and programs to reduce energy use, the production of greenhouse gases, and improve the sustainability of commercial and residential development through policies and programs that encourage green building design, materials and techniques in new construction.
- **Housing Element** - Includes policies and programs to meet the housing needs of all economic segments of the community, emphasizing increased mixed-use housing, effective utilization of infill sites, inclusionary housing, and providing additional housing for special needs groups such as seniors.

This report highlights some of the City's activities from the 2023 calendar year and how those activities relate to the General Plans.

Housing Element Implementation Activities

Due to the continued housing crisis locally and statewide, the City has prioritized activities that meet our housing goals. Numerous activities were pursued in 2023 to implement the City's Housing Element including the following:

The Plateau Project

The Danco Group finished their sixty-nine (69) housing unit Plateau project, which includes 20 Permanently Supportive Housing Units; 23 Affordable Senior Cottages; 25 Affordable Workforce Units; and a Manager's Unit. This \$27 million project includes a \$250,000 investment from the City's Housing Trust Fund, \$3 million in City-secured HEAP grant funds, and a \$3,089,000 IIG Grant that the City jointly submitted and endorsed.

General Plan Relevance:

- Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.
- Goal H-2 Expand affordable housing opportunities for persons with special housing needs such as the elderly, the disabled, households with very low to moderate incomes, and first-time home buyers.
- Policy H-2.1 Available Funding Sources: Utilize County, State and Federal programs and other funding sources that provide housing opportunities for lower-income and special needs households.
- Program H-2.7.1 Continue to provide expedited permit processing and reasonable accommodation program to projects targeted for persons with disabilities, including those with developmental disabilities. Encourage developers of supportive housing to develop projects targeted for persons with disabilities, including those with developmental disabilities. Place info about the reasonable accommodation program on the City's website.

Long-Term Care at 350 Cypress St.

Funded by a Community Development Block Grant, this 12-unit long-term residential care facility for disabled adults was approved for a Coastal Development Permit (CDP) in 2021, and the building permit was issued in April of 2022 and the first phase of this project was completion in 2023. Implemented by Parent's and Friend's Inc. the first four units of the 12-unit project was constructed and provide housing for disabled adults requiring 24-hour care including both ambulatory, non-ambulatory, and bedridden.

General Plan Relevance:

- Goal H-1 Provide a range of housing, including single-family homes, townhouses, apartments, and other housing types to meet the housing needs of all economic segments of the community.
- Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.
- Program H-1.7.4: Attract Multi-Unit Developers. Work to attract multi-unit housing developers to the Fort Bragg Market place.
- Goal H-2 Expand affordable housing opportunities for persons with special housing needs such as the elderly, the disabled, households with very low to moderate incomes, and first time home buyers.
- Policy H-2.4 Increase Affordable Housing Development: Encourage the construction of housing units which are affordable to households with very low to moderate incomes.

ADU Construction

In 2023, the City processed applications for the construction of 12 new ADUs.

Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) ordinance and LCP Amendment

The City prepared and adopted an amendment to the Inland and Coastal Land Use Code to revise the City's ADU/JADU ordinances to comply with required updates from State law. The revised amendments were prepared in 2023, recommended by Planning Commission and Adopted by City Council in January of 2024. Additionally, the Planning Commission recommended, and the City Council approved an LCP amendment to update the ADU ordinance in the Coastal Land Use and Development Code.

General Plan Relevance:

- Policy H-1.3 Secondary Dwelling Units: Continue to facilitate the construction of secondary dwelling units on residential properties.
- Program H-1.3.1 Secondary Dwelling Unit Design: Continue to implement the City's free secondary unit program to provide affordable and aesthetically pleasing second unit designs for the development of secondary units in Fort Bragg.
- Program H-1.3.2 No Development Impact Fees for Secondary Units: Continue to refrain from charging Capacity Fees for second units.

Tiny Home Communities Ordinance & LCP Amendment

In 2023, the City hired a consultant who prepared a Tiny Homes Communities ordinance for the City of Fort Bragg. The Tiny Home Communities ordinance establishes regulations to allow tiny home communities on parcels of 1 acre or less. An MND was prepared for the ordinance, and it has been circulated and adopted. The Planning Commission and City Council will consider adopting the TINY Home Communities ordinance for the ILUDC in 2024 and submit an LCP amendment to adopt the ordinance in the CLUDC.

General Plan Relevance:

Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development.

Urban Lot-Split and Urban Unit Development Ordinances & LCP Amendments

In 2023, the City hired a consultant who prepared Urban Lot Split and Urban Unit Development ordinances as required by SB-9. The Planning Commission and City Council adopted the ordinance for the ILUDC in 2023 and will submit an LCP amendment to adopt the ordinance in the CLUDC in 2024.

General Plan Relevance:

Program H-1.7.6: Allow Higher Densities in Single Family Residential Districts with Use Permit Approval. Consider revising the zoning ordinance to allow three or four-unit developments on larger parcels within Single Family Residential Zoning districts with a Use Permit. Consider revisions to the Lot Coverage Ratio and Floor Area Ratio to control building size and massing.

Program H-2.5.9. Encourage and Support Land Divisions to Support Affordable Housing. The City shall encourage lot line adjustments and land divisions resulting in parcels sizes that facilitate multifamily developments affordable to lower income households on all sites in the Vacant Land Inventory.

Program H-4.1.2 Reduce Capacity Fees for Smaller Units: Consider charging water and sewer capacity fees based on the size of the unit (either square feet or number of bedrooms) in order to ensure that each unit pays its fair share for capacity costs.

Planned Unit Development Ordinance

In 2023, the City hired a consultant who revised the Planned Unit Development ordinance to allow PUDs on parcels of one acre or more, instead of 5 acres or more. The City Council will adopt the ordinance for the ILUDC in 2024 and will submit an LCP amendment to adopt the ordinance in the CLUDC in 2024.

General Plan Relevance:

- Program H-1.6.2: Planning Incentives: Consider adopting planning incentives for new residential development on infill sites.
- Policy H-1.7 Workforce Housing: Encourage multi-unit housing developments in order to encourage market rate rental housing, affordable housing and lower cost ownership opportunities such as townhomes and condominiums.

Community Land Trust (CLT)

In 2023, strengthened the Community Land Trust to support housing. The Land Trust investigated specific lots for workforce housing development.

General Plan Relevance:

- Program H-2.4.4 Consider Community Land Trust: Complete research regarding Community Land Trust and consider working with community partners to establish a Community Land Trust that serves Fort Bragg.
- Program H-2.8.2 Inter-Agency Cooperation: Continue to work with private, non-profit, County, and State agencies to provide transitional housing, supportive services and emergency housing for the homeless.

Land Use Element Implementation Activity

The Land Use Elements of the City’s General Plans provide an overview of the long-term development goals for the City. This element was implemented through the following activities in 2023:

Blue Economy

The City has taken the lead to generate a regional conversation and explore how a strategic approach to opportunities within the “Blue Economy.” The purpose is to improve livelihoods and wages, while also nurturing healthy marine ecosystems. In 2023, the City:

- Formed the Noyo Ocean Collective. The Noyo Ocean Collective (NOC) is committed to implementing a shared resiliency vision in which economic vitality and environmental sustainability are compatible, outcomes are equitable, and community priorities are centered. Founding members of the NOC include the City of Fort Bragg, Noyo Harbor District, Noyo Center for Marine Science, Mendocino College, Sherwood Valley Band of Pomo Indians and West Business Development Center. This collective effort is strengthened with support from affiliates, such as California Sea Grant, Kai-Poma, Conservation Works, The Nature Conservancy, Sonoma Mendocino Economic Development District, and more. Several agencies and organizations have invested funding to support our success, including California Sea Grant, California Coastal Commission, Coastal Conservancy, California Employment Department, U.S. Department of Commerce, and others.
- Developed a communication and engagement plan (CEP) and a website to engage the public in the effort.
- Applied for and was awarded a multi-year Coastal Commission Grant to update the zoning in the Harbor District. Prepared and distributed the RFQ to solicit a group of consultant to undertake the work of the Blue Economy initiative.

<p>General Plan Relevance:</p> <ul style="list-style-type: none">• Coastal Goal LU-8 Encourage a mixture of commercial fishing, recreational boating and fishing, mixed commercial and visitor-serving uses consistent with coastal access policies.• Inland Goal LU-4 Promote the economic vitality of the City’s existing commercial areas.• Coastal Program LU-6.1.1: Work with the County of Mendocino, the Noyo Harbor District and other agencies to develop and adopt a Noyo Harbor Plan establishing standards for conservation and development for the entire Noyo River drainage area.
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Small Business Development

The City continues to implement Community Development Block Grant Programs for the Business Assistance Loan Program and Microenterprise Technical Assistance. Additionally, the City received funds from the California Public Utilities Commission (LATA grant) to design citywide digital infrastructure which is now at the 30% design stage.

General Plan Relevance:

- Goal LU-4 Promote the economic vitality of the City's existing commercial areas.

Public Facilities Element Implementation Activity

Capital Improvement Program

The Capital Improvement Program (CIP) provides direction and guidance for the City on carefully planning and managing its capital infrastructure assets. The following CIP projects were completed in 2023:

- CV Starr Center's Lighting Controller Watt Stopper Upgrade Project
- School Zone Radar Speed Sign Replacement Project
- Bollard and Street Light Project
- Facilities Lighting Improvement Project
- Corp Yard Roof Replacement Project
- Elm Street Lift Station Project
- "CV Starr Domestic Boilers and Storage Tank Replacement Project"
- Pudding Creek Water Main Relocation
- Pudding Creek Sewer Main Relocation

The CIP General Plan Analysis is done annually. The 2023 Analysis can be found on the [City's website](#).

Conservation, Open Space, Energy, and Parks Element Implementation Activity

Bainbridge Park Upgrades

In 2023, the City completed a substantial upgrade to wiggly giggle playground in Bainbridge Park.

General Plan Relevance:

- Policy OS-9.3 Recreational Facilities: Provide recreational facilities to meet the needs of all Fort Bragg citizens, especially children and teenagers.

Municipal Separate Storm Water System (MS4)

The City prepared a National Pollutant Discharge Elimination System (NPDES) Annual Report, submitted on October of 2023. This report lists the City's activities performed during the previous fiscal year concerning the Storm Water Management Plan. Examples of this effort include: 1) education and outreach to community members and contractors; 2) prevention of industrial pollutants from regulated facilities; 3) various community clean-up events; 4) trash standards; and 5) ensuring storm drains are clear and free of debris; and incorporating new self-certification forms for land-owners who are required to maintain LID features on their sites.

General Plan Relevance:

- IGP Policy OS-6.3 /CGP Policy OS-9.2: Minimize Increases in Stormwater Runoff. Development shall be designed and managed to minimize post-project increases in stormwater runoff volume and peak runoff rate, to the extent feasible, to avoid adverse impacts to coastal waters.
- CGP Policy OS-10.2: Post-Construction Stormwater Runoff Plan. All development that has the potential to adversely affect water quality shall submit a post-construction polluted runoff control plan (“Runoff Mitigation Plan”). This plan shall specify long-term Site Design, Source Control, and, if necessary, Treatment Control BMPs that will be implemented to minimize stormwater pollution and erosive runoff after construction, and shall include the monitoring and maintenance plans for these BMPs.
- IGP Policy OS-6.5 Municipal Activities to Protect and Restore Water Quality: The City shall promote both the protection and restoration of water quality. Water quality degradation can result from a variety of factors, including but not limited to the introduction of pollutants, increases in runoff volume and rate, generation of non-stormwater runoff, and alteration of physical, chemical, or biological features of the landscape.

Circulation Element Implementation Activity

In 2023, the City finished installing 17 school zone radar speed signs with new solar-powered electronic speed detector signs along Chestnut, Sanderson, Lincoln, and Dana Streets near the school zones.

General Plan Relevance:

- IGP Program C1.3.2: Through the Capital Improvement Plan and related impact fees, the City shall ensure that adequate funds are provided to maintain the existing circulation network, and where feasible upgrade it to “complete street” design.
- IGP Program C-11.6.1: Continue to provide traffic controls and well-lit intersections in areas with a high volume of pedestrian movement.
- IGP Program C-7.1.1: Revise the Inland Land Use and Development Code to reduce parking requirements for: 1) affordable and senior housing developments; 2) commercial and mixed-use projects within a reasonable walking distance of downtown; and 3) small infill projects in areas with an abundance of on-street parking.
- CGP Program C-5.1.1: Continue, and update, as needed, the City's parking in-lieu fee program for the Central Business District.

Community Design Element Implementation Activity

The City engaged in a Code Enforcement Program to encourage business owners in the downtown commercial area to improve the visual character of their properties and abate nuisance conditions. Additionally, the City has worked with Visit Fort Bragg to coordinate quarterly meetings with downtown business owners to increase activity in the downtown. Events such as the Magic Market and the Winter Wonderland were part of these efforts. The City continues to support the development of public art murals in the downtown.

General Plan Relevance:

- IGP Program CD-1.1.1: Periodically update the Citywide Design Guidelines.
- IGP Program CD-1.4.1/CGP Program CD-2.6.1: Continue to implement and enforce the City’s nuisance abatement ordinance, and update it, as necessary, to ensure that property values are maintained throughout the City.
- IGP Policy CD-2.3/CGP Policy CD-3.3 Economic Vitality: Continue to support the economic diversity and vitality of downtown businesses.
- IGP Policy CD-7.1/CGP Policy CD-8.1 Public Art: Encourage the provision of murals, fountains, sculptures, and other forms of public art in public spaces and parks.

Safety Element Implementation Activity

Nothing to report on this element.

General Plan Relevance:

- IGP Policy SF-2.2/CGP Policy SF-3.2 Storm Drainage: Continue to maintain effective flood drainage systems and regulate construction to minimize flood hazards.
- Goal SF-6 Maintain effective police services.
- Goal SF-7 Maintain an effective medical emergency response system.

Noise Element Implementation Activity

In 2023, City staff reviewed over 60 planning entitlements. The Noise Element is used to assess whether a project will generate a noise levels that will impact public health, safety, and wellbeing. Projects that were reviewed and determined to be above the allowable decibels were conditioned for consistency.

Sustainability Element Implementation Activity

The Inland General Plan Sustainability Element is mostly implemented through the activities of developers. For example, the City streamlined permitting for 54 roof-top solar systems for residences in the City. The Citywide Design Guidelines now incorporate “Preferred Standards” for green building. Other important sustainability projects include: the Facilities Lighting Improvement Project and CV Starr Center's Lighting Controller Watt Stopper Upgrade Project

General Plan Relevance:

- IGP Policy S-2.5 Use of Local and Renewable Energy: Buildings and infrastructure that create and/or use locally and renewably generated energy are encouraged. Photovoltaic and wind energy systems are encouraged. The installation of solar panels or other clean energy power generation sources over parking areas is preferred.
- Policy S-3.1 Reduce Water Use: Minimize the use of potable water in new and existing development.
- Policy S-4.2 Recycling and Reuse of Solid Waste: Comply with State requirements to reduce the volume of solid waste through recycling and reduction of solid waste.

Summary of Development Activity and the General Plan(s)

The Community Development Department reviews and processes land use entitlements and building permits in compliance with the Inland and Coastal Land Use and Development Codes. This requires a General Consistency analysis for which the finding must be made that a project is consistent with the General Plan. City staff use the General Plan policies to evaluate the project and, when necessary, add conditions to achieve consistency.

Staff conducted a General Plan Analysis for 29 discretionary permit applications in 2023.¹

Application Type	2016	2017	2018	2019	2020	2021	2022	2023
Total	44	46	53	68	33	55	83	65
Use Permits	7	2	3	4	1	4	7	4
Minor Use Permit	3	5	5	5	7	6	4	5
Coastal Development Permit	7	3	9	14	2	6	15	6
Design Review	4	5	3	2	3	6	20	5
Subdivision	2	0	0	0	2	2	2	1
Lot Line Adjustments	2	2	2	1	0	3	1	4
Limited Term Permit	16	27	29	36	17	27	32	36
Variance	1	0	0	5	1	1	2	4

Additionally, in 2023, staff processed the following applications:

¹ Limited Term Permits do not undergo General Plan Analysis.

Application Type	2022	2023
Cannabis Business Permit	3	0
Mobile Vending Unit	1	5
Sidewalk Vending Permit	1	0
Pre-Application Conference	4	5
Sign Permits	10	20
Livestock Permit	1	1

In 2021, the Planning Commission adopted the practice of documenting all project approvals with a resolution. Each resolution for either approval or denial of a project includes required findings that are outlined in the Land Use and Development Codes, including consistency with the General Plan and any required special conditions. The table below shows the significant increase in resolutions approved by the Planning Commission.

	2016	2017	2018	2019	2020	2021	2022	2023
Resolutions Adopted	2	6	6	8	2	12	29	10

Building Permits

During 2023, the Community Development Department and Public Works Department collectively reviewed 190 building permit applications. Of these permits, 35 were for the construction of new housing units including accessory dwelling units.

Compliance with Office of Planning and Research Guidelines

The General Plans generally comply with OPR’s general plan guidelines **with the following exceptions:**

- Neither General Plan includes the required Environmental Justice Element. However, an Environmental Justice Element is optional to the City of Fort Bragg because poverty levels and environmental contamination is not high enough to trigger the need for an EJ Element. The Environmental Justice Element is required by statute to do the following:

An environmental justice element, or related goals, policies, and objectives integrated in other elements, must identify the disadvantaged communities within the area covered by the general plan of the city, if the city has a disadvantaged community. The environmental justice element, or related environmental justice goals, policies, and objectives integrated in other elements, shall do all of the following:

- (A) Identify objectives and policies to reduce the unique or compounded health risks in disadvantaged communities by means that include, but are not limited to, the reduction of pollution exposure, including the improvement of air quality, and the promotion of public facilities, food access, safe and sanitary homes, and physical activity.

(B) Identify objectives and policies to promote civic engagement in the public decision-making process.

(C) Identify objectives and policies that prioritize improvements and programs that address the needs of disadvantaged communities.

- The City should explore if its General Plans comply with Office of Planning & Research Fire Hazard Planning Technical Advisory which was adopted in 2020 by the State of California and may require the City to add new policies to the Safety Element.

The City engages in consultation with Native American tribes on all planning projects and planning regulations and General Plan updates as required by state law.

The City has an updated Housing Element.

Priorities for Land Use Planning

The City Council has identified the following general planning priorities for 2023 and 2023:

- The City continued its moratorium on the In-Lieu parking fees for projects in the Central Business District. The City hired a consultant who completed a Central Business District parking study which found that generally there is no shortage of parking in Downtown. The study includes a number of recommendations which the City Council will consider in 2024.
- The City is engaging in a parcel-by-parcel study of development issues in the Harbor for the Blue Economy Project
- The City hired a consultant who has prepared new ordinances for Urban Lot Splits, Urban Unit Development and Tiny Home Communities. The consultant also prepared major revisions to the City's ADU and tiny Home ordinance to ensure compliance with State Law. Finally, the consultant prepared a revision to the Planned Unit Development ordinance to make it applicable to parcels of one acre or more. Most of these ordinances have been recommended by the Planning Commission and are at some stage of adoption by the City Council. All will be adopted into the ILUDC in 2024 and included in an LCP amendment to the Coastal Commission to update the CLUDC. Overall, these various ordinances are intended to increase housing development and housing production.
- The City is engaged in litigation with the Skunk Train to ensure that the Mill Site is subject to the same development standards as the rest of Fort Bragg.
- The City is completed a raw waterline project that replaced the existing line.

While the City has accomplished a lot in the 11 years/15 years since the General Plans were adopted, the following remain as future activities for consideration:

Housing Element:

- Program H-1.3.3 Develop Amnesty/Legalization Program for Illegal Residential Units: Continue to provide a legalization program for illegal residential units, especially second units, that includes requiring property owners to undertake improvements to meet the requirements of the current building code.

- Program H-1.6.2: Planning Incentives: Consider adopting planning incentives for new residential development on infill sites.
- Program H-1.7.2: Site Improvements. Obtain grant funding for off-site improvements in support of affordable multi-unit housing projects.
- Program H-1.7.7: Simplify Design Review for Small Residential Projects. Continue the process of revising the Design Review Guidelines to make them more effective. Consider exempting 3 and/or 4 unit projects from the need to obtain a Design Review permit and/or consider simplifying the Design Review requirements for 3 and 4 unit projects.
- Program H-1.7.12: Mitigation Banks. Consider establishing a habitat and/or wetland mitigation bank with a non-profit Land Trust to establish an offsite mitigation bank for impacts to wetlands and ESHA communities.

Inland General Plan

- Program OS-5.1.1: Work with organizations and private property owners to enhance the City's watercourses for habitat preservation and recreation.
- Program OS-9.4.1: Provide additional playground facilities and basketball courts at appropriate locations within neighborhoods.
- Program C-8.1.1: Work with the property owners to obtain temporary use, in the event of an emergency, of the logging road that begins on Cypress Street and provides access to Highway 20 (aka the A&W Haul Road), east of Fort Bragg.
- Program CD-2.5.2 Locate an area where a pocket park or a small plaza could be established for public gatherings, street fairs, concerts, and similar outdoor public events.
- Program CD-7.1.2: Consider implementing an ongoing outdoor sculpture exhibit adjacent to City Hall and/or in other locations, with an emphasis on supporting and showcasing local artists and reflecting the cultural life of the community.
- Program S-2.2.1: Revise the City's Zoning Ordinance to allow small wind, solar and geothermal systems for on-site use as a permitted use in all zones within the City.
- Program S-4.2.2: Continue to implement the City's Construction and Demolition Waste Recycling Ordinance. Periodically review the ordinance and consider increasing the target diversion amounts.

Coastal General Plan

- Program OS-1.2.1: Update the mapping of environmentally sensitive habitat areas as new information becomes available.
- Program OS-2.1.4: Seek Federal and State funding for the repair of streambank erosion, planting of riparian vegetation to stabilize creek banks, and removal of debris obstructing waterflow.
- Program OS-6.3.1: Revise the Coastal LUDC to allow alternative energy facilities for on-site use as a conditional use in all zones within the City. Solar energy facilities for on-site use shall be allowed as a permitted use in all zoning districts.
- Program OS-17.1.2: Establish a Park and Open Space Trust Fund as required by the Quimby Act

and Government Code Sections 66000-66011.

- Policy C-6.1 Provide Additional Access Routes to Noyo Harbor: Consider constructing a new access route from the west side of Main Street to the north side of the Noyo Harbor. Any new access route to the north side of the Noyo Harbor shall be consistent with all applicable policies of the LCP including, but not limited to, the wetland, environmentally sensitive habitat area, public access, and visual protection policies.

Conclusion

On March 20, 2023 The Planning Commission reviewed and recommended that the City Council accept the General Plan Progress Report.

On March 25, 2023 the Fort Bragg City Council reviewed and accepted the General Plan Progress Report for 2023.

Additional City Council comments are included as Appendix B. This report, including the annual Housing Element report, shall be submitted to the Governor's Office of Planning and Research (OPR) and to the California Department of Housing and Community Development (HCD) by the April 1st deadline.

Appendix A – Housing Element Report (2023)

Fort Bragg’s 6th Cycle Housing Element was adopted by City Council on September 9, 2019 and addresses the planning period from 2019 to 2027. Section 65400 of the Government Code requires that the City to submit an annual report on the status and progress of implementing the Housing Element.

The City completed the 2023 Annual Housing Element Report and submitted it directly into California Department of Housing and Community Development’s (HCD) database on March 28, 2023. This on-line system provides information to HCD, and is included herein for the benefit of the Governor’s Office of Planning and Research. Data is collected on an excel spreadsheet, which contains the following sheets:

Table A	Housing Development Applications Submitted
Table A2	Annual Building Activity Summary Report – New Construction, Entitles, Permits, and Completed Units
Table B	Regional Housing Needs Allocation Progress – Permitted Units Issued by Affordability
Table C	Sites Identified or Rezoned to Accommodate Shortfall Housing Needs
Table D	Program Implementation Status pursuant to Government Code section 65583
Table E	Commercial Development Bonus Approved pursuant to Government Code section 65915.7
Table F	Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1, subdivision (c)
Table F2	Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2
Table G	Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of, pursuant to Government Code section 65400.1
Table H	Locally Owned Surplus Sites
Table I	Units Constructed Pursuant to Government Code 65852.21 and Applications for Lot Splits Pursuant to Government Code 66411.7 (SB9)
Table J	Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Summary

LEAP Reporting

Appendix B – City Council Comments

City Council reviewed the 2023 General Plan Annual Report on Monday, March 25, 2024. City Council accepted the 2023 General Plan Annual Progress Report and 2023 Housing Element Annual Progress Report with the following comments:

Please Start Here

General Information	
Jurisdiction Name	Fort Bragg
Reporting Calendar Year	2023
Contact Information	
First Name	Sarah
Last Name	Peters
Title	Assistant Planner
Email	speters@fortbragg.com
Phone	7079612827
Mailing Address	
Street Address	416 N. Franklin St.
City	Fort Bragg
Zipcode	95437

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. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_2_15_24

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Fort Bragg	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	08/15/2019 - 08/15/2027

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	30
Above Moderate		3
Total Units		33

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

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	3	3
2 to 4 units per structure	0	0	0
5+ units per structure	0	21	21
Accessory Dwelling Unit	2	9	5
Mobile/Manufactured Home	0	0	4
Total	2	33	33

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	13	33
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	22
Number of Proposed Units in All Applications Received:	35
Total Housing Units Approved:	27
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0

Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	18	22
Discretionary	4	13

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	84
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Fort Bragg	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle 08/15/2019 - 08/15/2027	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "*" Indicates an optional field
Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4.5+ADU,MH)	R=Reenter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision's the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*	
Summary Row: Start Data Entry Below																								
	008-033-13	100 Manzanita Ave	Change of Use from Commercial to Mixed Use	BP23-0162	2 to 4	R	12/19/2023							2	2	2	0	NONE	No	N/A	Pending	Ministerial		
	008-232-19	109 Park St	New ADU & Workshop	BP23-0097	ADU	R	4/29/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Issued	
	018-070-19	129 Grove St	ADU Conversion	BP0001	ADU	R	1/27/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Issued	
	008-232-05	144 S. Harold St	Demo Old SFR, Build New SFR	BP23-00515	SFD	O	4/11/2023							1	1	1	0	NONE	No	N/A	Approved	Ministerial		
	020-510-79	205 Azam Dr	New ADU	BP23-0050	ADU	R	4/7/2023							1	1	1	0	NONE	No	N/A	Approved	Ministerial		
	008-262-12	211 McKinley St.	New ADU	BP23-0010	ADU	O	2/17/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Correction Letter	
	008-153-28	228 N. Main St	Mixed Use	BP23-0042	2 to 4	R	3/27/2023							4	4	4	0	NONE	No	N/A	Pending	Discretionary	Correction Letter	
	008-203-031	230 S. Harrison St	ADU	BP23-0123	ADU	R	8/10/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Issued	
	008-184-17-D	243 1/2 N. Whipple St	Permit unpermitted ADU	BP24-0023	ADU	R	9/18/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial		
	008-204-16	260 S. Whipple St	ADU Conversion	BP0002	ADU	R	4/25/2023							1	1	1	0	NONE	No	N/A	Approved	Ministerial		
	008-185-08-B	311 N. Cary St	ADU Conversion	BP0003	ADU	R	5/16/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Issued	
	008-244-05	328 S. Comy St	ADU Conversion	BP0004	ADU	R	6/8/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Under Review	
	008-212-04	336 N. Harold St	Prefab SFR	BP23-0117	MH	O	8/21/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Under Review	
	018-080-56	401 Cypress St	Change of Use, Commercial to Mixed Use	BP23-0146	ADU	R	11/2/2023							1	1	0	0	NONE	No	N/A	Pending	Discretionary	1 unit in comm. bldg. Requires Use Permit	
	018-052-28	499 Chestnut St	Convert Offices to two reg. Units	BP23-0077	2 to 4	R	5/4/2023							2	2	2	0	NONE	No	N/A	Pending	Ministerial	Issued	
	008-055-08	543 N. Franklin St	ADU above garage	BP23-0130	ADU	R	9/21/2023							1	1	0	0	NONE	No	N/A	Pending	Ministerial	Under Review	
	016-071-10	575 S. Whipple St	Demo & Replace Home	BP23-0111	MH	O	8/3/2023				1			1	1	1	0	NONE	No	N/A	Pending	Ministerial	Correction Letter	
	018-030-22	620 S. Franklin St	New Multi-Family	BP23-0156	2 to 4	R	12/11/2023							4	4	0	0	NONE	No	N/A	Pending	Discretionary	Under Review	
	018-210-43	860 Woodward St	ADU - Free Planes	BP23-0068	ADU	O	3/20/2023							1	1	1	0	NONE	No	N/A	Pending	Ministerial	Correction Letter	
	018-200-19	890 River St	Convert Dental Ofc to Duplex	gp	2 to 4	R	4/11/2023							2	2	2	0	NONE	No	N/A	Pending	Ministerial	Correction Letter	
	008-153-28	228 N. Main St	Mixed Use	DR23-3, UP23-2, VAR24-2	2 to 4	R	6/7/2023							4	4	4	0	NONE	No	N/A	Approved	Discretionary		
	018-200-19	890 River Dr	Convert comm to res	CDP23-4	2 to 4	R	10/3/2023							2	2	0	0	NONE	No	N/A	Withdrawn	Ministerial	CDP not required	

Jurisdiction	Fort Bragg	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/15/2019 - 08/15/2027

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

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	Projection Period - 01/01/2019-08/14/2019	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	60	-	-	27	-	-	-	-	-	-	-	27	33
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Low	Deed Restricted	31	1	-	43	-	6	-	-	-	-	-	50	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	23	-	-	-	-	6	-	-	-	-	-	49	-
	Non-Deed Restricted		3	7	2	1	-	30	-	-	-	-	-	-
Above Moderate		23	4	5	3	1	6	3	-	-	-	-	22	1
Total RHNA		137												
Total Units			8	12	75	2	18	33	-	-	-	-	148	34
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5			2								6	7
		Extremely low-income Need	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Units to Date	Total Units Remaining	
Extremely Low-Income Units*		30	-	-	-	-	-	-	-	-	-	-	30	

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

- VLI Deed Restricted
- VLI Non Deed Restricted
- LI Deed Restricted
- LI Non Deed Restricted
- MI Deed Restricted
- MI Non Deed Restricted
- Above Mod Income

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction		Fort Bragg	
Reporting Year		2023 (Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
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
Program H-1.1.1 Inventory of Infill Sites	Maintain the inventory of vacant and underdeveloped residentially designated land in the City's GIS system. Provide copies of the inventory for public distribution on the City website.	Ongoing, as vacant sites are developed the GIS system is updated and a map and list of vacant sites is posted on the City's website	Updated in 2019 and revised in 2023.
Program H-1.3.1 Secondary Dwelling Unit Design	Continue to implement the City's free secondary unit program to provide affordable and aesthetically pleasing second unit designs for the development of secondary units in Fort Bragg.	Ongoing	In 2021, the City utilized SB-2 grant funds to develop designs and engineering for two sets of construction plans for Fort Bragg's Pre-Approved ADU Program: 1) 720 SF one-bedroom; and 2) 960 SF two-bedroom. Currently available to all residents. In 2022, the City began preparing for a Local Coastal Program Amendment to revise housing and ADU regulations.
Program H-1.3.2 No Development Impact Fees for Secondary Units	Free secondary unit program to provide affordable and aesthetically pleasing second unit designs.	Ongoing	The City currently does not charge water or sewer capacity fees for ADUs and JADUs.
Program H-1.3.3 Develop Amnesty/Legalization Program for Illegal Second Units	Continue to provide a legalization program for illegal residential units, especially second units, that includes requiring property owners to undertake improvements to meet the requirements of the current building code.	Ongoing	Implemented in 2015. The City charges no penalty fees or back payment for illegal units that submit a building permit to be legalized and per State Law. The City does not require correction of non-conforming issues on site and allows each non-conforming unit 5 years to gain legal status per state law.
Program H-1.3.4 Junior Accessory Dwelling Units	Consider revising the zoning ordinance to allow junior accessory dwelling units (units no more than 500 SF and contained entirely within an existing single-family structure) in single-family residential and multifamily zoning. The Junior Accessory units would be in addition to a second unit, allowing up to 3 units per parcel by right.	2021-2023	Completed in 2020 and revised in 2023 to comply with changes to State Law for the Inland Land Use Code. The LCP amendment to adopt ADU ordinance into the CLUDC has been prepared and will be submitted to the Coastal Commission in early 2024 for certification.
Program H-1.3.5 Allow Tiny Homes as Second Units	Consider revising the zoning ordinance so that people can park mobile residences (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g. external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.).	2022	Received SB-2 Grant funding. Ordinance allowing Tiny Homes was adopted on April 25, 2022. The Ordinance was rewritten in 2023 to correct some problems with the original ordinance. A CEQA analysis was completed. The ordinance will be considered by the Planning Commission and City Council in early 2024.
Program H-1.3.6 Alternative Designs for Second Units	Explore options for allowing cutting edge construction techniques for second units including but not limited to: straw bale, rammed earth, prefabricated second units, etc.	2023	To be considered
Program H-1.6.1 List of Vacant Parcels	Continue to update the vacant parcels map and provide information to potential developers about infill development opportunities in Fort Bragg.	Ongoing. As vacant sites are developed, the GIS system is updated and a map and list of vacant sites is posted on the City's website.	Updated in 2019. Substantially updated in 2023 in a powerpoint presentation which includes for each vacant property the following information: photos, parcel map, development challenges, allowable density, zoning and various other details.
Program H-1.6.2 Planning Incentives	Consider adopting planning incentives for new residential development on infill sites	Consider updating the LUDC to provide a mechanism for market rate housing projects to request up to one planning incentive for development of market rate housing on infill sites (as defined by CEQA).	Presented to Council 2020 as part of an Economic Policy Manual. Received direction to move forward. Plans to implement 2020-2025
Program H-1.6.3 Redevelopment of Non-Vacant Sites	Require the replacement of housing units subject to the requirements of Government Code, section 65915, subdivision (c)(3) on sites identified in the site inventory when any new development (residential, mixed-use or non-residential) occurs on a site that has been occupied by or restricted for the use of lower-income households at any time during the previous five years. This requirement applies to: 1) non-vacant sites and 2) vacant sites with previous residential uses that have been vacated or demolished.	The replacement requirement will be implemented by 2020/21 and applied as applications on identified sites are received and processed.	To be implemented
Program H-1.7.1 Permit Streamlining	Develop a streamline permitting process for local and out of area developers to permit affordable and market-rate multi-unit housing projects. Project streamlining for larger vacant parcels (2 to 10 acres) could consist of: 1) completion of all resource studies (botanical, traffic, cultural resources, etc.); 2) completion of the CEQA analysis; and/or 3) completion of the site plan, elevations, and all permitting for a vacant parcel.	2020-2025	Significant pre-development work was completed for a three acre vacant parcel on Hazelwood, including: botanical and wetland study and 30% design for required public improvements. This work was funded with LEAP funds. The City has determined that it does not have sufficient budget to complete pre-development work on other parcels.
Program H-1.7.2 Site Improvements	Obtain grant funding for off-site improvements in support of affordable multi-unit housing projects	Ongoing	Partnered with developer, Danco, to apply for Infill Infrastructure Grant funds and was awarded nearly \$3.1 million for "The Plateau" project. The project was opened for occupancy on November 1, 2023.
Program H-1.7.3 Market Study	Complete a housing market study for market rate multi-family housing development in Fort Bragg and use it to market Fort Bragg to housing developers.	Ongoing	To be implemented
Program H-1.7.4 Attract Multi-Unit Developers	Work to attract multi-unit housing developers to the Fort Bragg Market place.	Ongoing	Currently working with multi-unit developer, DANCO and GOC Construction. GOC Construction has two small multi-family projects under permitting review within the City.
Program H-1.7.5 Allow Higher Density by Right	Consider revising the zoning ordinance to allow for one or more of the following: 1) allow multi-family development in Medium Density and High Density zoning districts (by right) without Use Permit approval; 2) allow multi-family development (by right) without use permit approval in all zoning districts if the project includes 20 percent or more of its units affordable to lower income household; and/or 3) allow multi-family projects of 5 units or less without use permit approval in Medium and High density zoning districts.	2020-2022	To be considered
Program H-1.7.6 Allow Higher Densities in Single Family Residential Districts with Use Permit Approval	Consider revising the zoning ordinance to allow three or four unit developments on larger parcels within Single Family Residential Zoning districts with a Use Permit. Consider revisions to the Lot Coverage Ratio and Floor Area Ratio to control building size and massing.	2020-2021	The City completed a couple of zoning code changes to implement this program in 2023. The City adopted two new regulations to implement SB-9. The Urban Unit Development ordinance allows 4 units by right on any parcel with single family zoning. The new Urban Lot Split ordinance allows a subdivision of any parcel over 1,200 SF into two parcels and the development of up to two units of housing on each resulting parcel. The Planning Commission and City Council also adopted an ordinance revision to allow a duplex by right in all residential zoning districts.

Program H-1.7.7 Simplify Design Review for Small Residential Projects	Continue the process of revising the Design Review Guidelines to make them more effective. Consider exempting 3 and/or 4 unit projects from the need to obtain a Design Review permit and/or consider simplifying the Design Review requirements for 3 and 4 unit	Ongoing.	To be considered.
Program H-1.7.8 Workforce Housing in Mixed-Use Zoning	Continue to allow workforce housing in all zoning districts that allow mixed-use development.	Ongoing	Implemented
Program H-1.7.9 Live-Work Housing in Industrial Zoning Districts	Continue to allow live-work housing in all industrial zoning districts.	Ongoing	Implemented
Program H-1.7.10 Tiny Home Communities	Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development	2020-2021	A new ordinance for Tiny Home Communities was prepared in 2023. An MND was also prepared for possible ordinance adoption. The Planning Commission will consider this revised ordinance on March 27th of 2024 and the City Council will consider it in May of 2024. This ordinance amendment also includes a Local Coastal Program amendment application which will be submitted to the Coastal Commission for consideration in 20204.
Program H-1.7.11 Public Private Partnership for Major Subdivisions	Consider establishing a partnership between the City and existing property owners to complete subdivisions of 4+ lots for resale of parcels. This program could consist of the City taking the role of agent for the subdivision of underutilized parcels into smaller lots in Fort Bragg in order to facilitate utilization of these parcels for residential development. For example, the City could complete all the studies and the subdivision to divide the main lot into smaller lots, which the property owner could then sell. The City could be repaid by the property owner upon sale of the parcels or receive a dedication of one parcel for affordable housing.	2020-2025	The City has created a Community Land Trust to facilitate this work. The 5013c was established in 2023 and a board of directors was elected to the Mendocino Coast Land Trust. The Land Trust is currently seeking a property to purchase with a federal appropriation.
Program H-1.7.12 Mitigation Banks	Consider establishing a habitat and/or wetland mitigation bank with a non-profit Land Trust to establish an offsite mitigation bank for impacts to wetlands and ESHA communities.	2020-2021	To be considered
Program H-1.7.13 Rezone a Portion of the GP Mill Site for Housing	Continue the community-based planning process and consider rezoning a portion of the Mill Site for workforce and affordable housing. Consider submitting a Local Coastal Program to the Coastal Commission for the approval of at least 25 acres of residential zoning on the Mill Site.	2020-2025	This process is currently stalled due to litigation regarding the ownership and applicability of City and State planning regulation of the Mill Site.
Program H-1.8.1 Repair and Replace	Give preference to the repair or replacement of residential structures whenever it is economically feasible (repair of less than 75% of structure) over replacement with non-housing structures.	Ongoing	Implementation is ongoing
Program H-1.8.2 Substandard Housing Program	Participate in the Franchise Tax Board (FTB) Substandard Housing Program, which assists the state and local agencies responsible for addressing unsafe living conditions that violate health and safety codes. Property owners in violation of health and safety code standards are not allowed to make certain deductions on their personal tax returns pursuant to California Revenue & Taxation Code (CR&T) Sections 17274 and 24436.5. That additional revenue collected by FTB is transferred to the Local Code Enforcement Rehabilitation fund. These funds are then disbursed to the cities and counties that generated the notification of substandard housing to the FTB. The City will use funds collected from Franchise Tax Board (FTB) Substandard Housing Program for code enforcement for residential properties and to address health and safety issues in residential properties that would otherwise be red-tagged.	Ongoing	The City received CDBG grant funds to engage in proactive code enforcement, the program focused on strengthening residential neighborhoods through code enforcement. The City will also implement the FTB program as needed for especially challenging code enforcement cases.
Program H-1.9.1 Building Permits	Consider hiring a contract building inspector to bring building inspection services into the City in order to improve timeliness and inspection certainty.	2020-2025	This program will be considered in 2024.
Program H-1.9.2 Reduce Cost of Construction	Explore the feasibility of adopting a modified version of the Uniform Building Code and consider not adopting some of the costly new 2020 UBC requirements.	2020	Determined to be unfeasible.
Program H-2.1.1 Available Funding	Seek available State and Federal assistance to develop affordable housing for seniors, the disabled, persons with developmental disabilities, lower-income large households, and households with special housing needs. Work with non-profit and for-profit affordable housing developers to apply for State and Federal funding. Seek funding for affordable housing from all sources	Apply for funding as funding cycles occur	In 2023, local non-profit partner, Parents and Friends constructed four units of housing for developmentally disabled adults, with funding provided by CDBG through the City of Fort Bragg. The City continues ongoing work with Danco and Rural Housing and Community Development Corporation to seek opportunities for more low income, senior, and disabled housing. In 2023 Danco completed 20 units of permanent supportive housing for disabled adults and 25 units of affordable housing for seniors.
Program H-2.2.1 Affordable Senior Housing	Maintain an inventory which identifies properties which are potentially well-suited for senior housing. Work with developers to facilitate funding and construction of senior housing.	Periodically update inventory of properties suitable for senior housing.	Completed.
Program H-2.2.2 House Sharing	Work with area non-profits to explore the feasibility of establishing house sharing programs for seniors by creating a matching and vetting process.	2020-2025	To be implemented
Program H-2.2.3 Encourage Housing for Seniors with Pets	Consider methods to encourage developers of senior housing to include pet friendly units and/or accommodations for pets, especially service animals for seniors.	2020-2025	To be considered
Program H-2.2.4 Encourage Housing with Dementia Care and Assisted Living for Seniors	Work to attract a business that provides dementia care and assisted living facilities to Fort Bragg to serve our aging senior population. Identify vacant parcels that would be suitable for an Assisted Living facility. Consider if the zoning ordinance should be revised to make it easier to develop an assisted living facility in Fort Bragg.	2020-2025	Suitable vacant parcels were identified in 2023 in the city vacant parcel inventory powerpoint document. Assisted living is currently allowed with Use Permit approval, the Planning Commission and City Council will consider a zoning amendment to allow this type of facility by right in 2024
Program H-2.4.1 Inclusionary Housing Ordinance	Continue to implement the City's Inclusionary Housing Ordinance. Monitor the Inclusionary Housing Ordinance to determine if it constrains new housing development and if it does, take action to mitigate the constraint on new housing development.	Monitoring 2020-2023 & take action 2023-2025	Ongoing
Program H-2.4.2 Support Self Help Housing	Continue to provide one or two planning incentives for self-help affordable housing.	Ongoing	Ongoing
Program H-2.4.3 Support SRO Housing	Continue to encourage and facilitate Single-Room Occupancy Units by allowing rooming and boarding with a Minor Use Permit in the RM and RH zones. Consider allowing SRO housing in RVH zones by right (without Use Permit approval).	Changes to the zoning code have been completed. Implementation	Implemented
Program H-2.4.4 Consider Community Land Trust	Complete research regarding Community Land Trust and consider working with community partners to establish a Community Land Trust that serves Fort Bragg.	2020-2025	The Community Land Trust was established in 2022.

Program H-2.4.5 Prioritize City Services for Housing Developments	Continue to implement procedures to grant priority service for sewer and water services to residential developments.	Ongoing	This is no longer an issue for the City of Fort Bragg as the City has reconstructed the Waste Water Treatment Facility so that there is adequate capacity for all future residential development. Likewise the City is undertaking a number of initiatives to further increase its water supply and storage. In 2017 the City constructed the Summers Lain reservoir which increase water storage by 45 acre feet and the City constructed a desalination package plant in 2020.
Program H-2.4.6 Support Effective Use of Housing Vouchers	Work with non-profit partners to develop a program that may include one or more of the following: assist landlords to bring units up to minimum requirements for voucher program; complete a new study on the cost of living to increase the voucher payment rate; develop an 10 - Housing Element 2019 10-14 education program for landlords about the benefits of the voucher program; and/or provide case work services for voucher tenants.	2020-2025	In process. Successively worked with the Strategic Committee of Mendocino Continuum of Care to place an incentive/education program for landlords in the Strategic Plan. The CDC is organization implementing benefit program.
Program H-2.4.7 Supportive Housing	Revise the City's zoning ordinance so that it complies with AB 2162, which requires the City to allow supportive housing by right in all multi-family zoning districts and in all mixed-use zoning districts.	2022-2023	To be implemented in 2024
Program H-2.4.8 Maximize Housing Density by Right for Projects with 20%+ Affordable Units	Revise the LUDC to allow the maximum density permissible within a zoning district by right (no Use Permit) for all residential projects that include at least 20% of units deed restricted at rents affordable to low income households and that have been listed in the last two Housing Elements as an eligible site in the Vacant Parcel Inventory for the RHNA, these parcels are listed on the Vacant Parcel Inventory and include: 008-172-09, 251 So Franklin St; 018-440-58, 1151 So Main St; 018-150-61, 1190 So Main St; 018-090-02, 700 River Dr.; 018-090-16, 700 River Dr.; 008-010-31, 1020 Glass Beach Dr.; 018-113-03, 970 Chestnut St; 008-010-33, 1080 Glass Beach Dr.; 008-290-73, 1329 Cedar St; 008-302-28, 1328 Cedar St; 008-290-34, 1325 Cedar St; 018-100-42, 485 So Lincoln St; 018-210-29, 860 Hazelwood St; 020-520-22, 1600 Oak St; 018-440-50, 200 We Ocean View Dr.; 018-113-01, 552 S Lincoln St; 018-440-38, 350 Ocean View Dr.; 018-440-49, 250 We Ocean View Dr.; 018-340-04, 441South St; 018-340-03, 601 Cypress St; 008-350-60, 920 Stewart St; 018-150-58, No Street Address; 018-150-56, No Street Address; 018-150-55, 100 East Ocean View Dr.	Ongoing.	To be considered in 2024
Program H-2.4.9 Encourage and Support Land Divisions to Support Affordable Housing	The City shall encourage lot line adjustments and land divisions resulting in parcels sizes that facilitate multifamily developments affordable to lower income households on all sites in the Vacant Land Inventory.	2019-2027	Ongoing, and implemented through the Urban Lot Split ordinance adopted in 2023.
Program H-2.6.1 Seek Funding to Develop or Rehabilitate Housing for Large Low-Income Families	Continue to work with affordable housing developers to identify potential new construction or rehabilitation projects that will serve large lower-income families and obtain and administer a grants specifically to accommodate large families.	Ongoing	Completed for 30 units of affordable family housing in the Danco Project. Ongoing for new proposed projects at Glass Beach Drive, S Franklin Street and N Main Street projects.
Program H-2.7.1 Expedited Permit Processing and Reasonable Accommodation Program	Continue to provide expedited permit processing and reasonable accommodation program to projects targeted for persons with disabilities, including those with developmental disabilities. Encourage developers of supportive housing to develop projects targeted for persons with disabilities, including those with developmental disabilities. Place info about the reasonable accommodation program on the City's website.	Ongoing	Completed Parents and Friends project and Danco Project for a total of 20 units of permanent supportive housing and 4 units for people with disabilities.
Program H-2.8.1 Ongoing Estimates of the Demand for Emergency Housing	Continue to work with the Fort Bragg Police Department and homeless service providers in the community to maintain ongoing estimates of the demand for emergency housing in Fort Bragg and to develop strategies to meet that demand.	Annual Update	Ongoing
Program H-2.8.2 Inter-Agency Cooperation	Continue to work with private, non-profit, County, and State agencies to provide transitional housing, supportive services and emergency housing for the homeless.	Ongoing	Ongoing. In 2022, a new Crisis Respite with four beds and Danco Permanent Supportive Housing with 20 units. The City continues to coordinate with local non-profits, churches and local motels to offer winter shelter services.
Program H-2.8.3 Transitional and Supportive Housing	Continue to regulate transitional and supportive housing as a residential use subject to the same restrictions that apply to other residential use types and dwellings of the same type in the same zone.	Changes to the zoning code have been completed. Implementation is ongoing.	Implemented and ongoing.
Program H-2.8.4 Transitional and Supportive Housing	Consider working with area non-profits to establish a tiny home (small cottage) community for Transitional Housing.	2020-2025	Under consideration. The City has developed a Tiny Home Communities ordinance for both the ILUDC and CLUDC. This ordinance will be considered by the Planning Commission and City Council in early 2024.
Program H-2.8.5 Emergency Shelters	Continue to allow emergency shelters as a permitted use in the General Commercial (CG) zoning district.	Changes to the zoning code have been completed. Implementation is ongoing.	Implemented.
Program H-2.8.6 Emergency Shelter for Families	Work with area non-profits to establish an emergency shelter for families.	2020-2025	Implemented at Hospitality House.
Program H-2.8.7 Emergency Shelters Regulatory Changes	Consider revising the LUDC to ensure that emergency shelters are subject only to the following requirements (per State law): 1) maximum number of beds; 2) off-street parking based upon demonstrated need; 3) size and location of onsite waiting and intake areas; 4) provision of onsite management; 5) proximity to other shelters; 6) length of stay; 7) lighting; and 8) security during hours when the shelter is open.	Changes made to ILUDC.	Implemented. The zoning code allows emergency shelters as a permitted use in the General Commercial zone.
Program H-2.8.8 Evidence-Based Homeless Services	Consider the key findings of research and evidence-based approaches when considering funding solutions for homelessness.	Ongoing	Ongoing. In 2019, City staff joined Mendocino County Homeless Services Continuum of Care Strategic Planning Committee, and attends regular monthly board meetings.
Program H-2.8.9 Safe Pilot Parking Program	The City Council will consider developing a safe parking program that may consist of one or more of the following actions: 1) analyze the issue to determine how best to address the issue of homeless people sleeping in their cars; 2) identify and engage local stakeholder; 3) develop and implement a plan of action.	2020-2022	no progress.
Program H-2.8.10 Define Group Home	Revise the ILUDC and CLUDC to define group homes that serve 6 or fewer as a permitted use in all zones in which a singlefamily home is permitted, and to define group homes with 7 or more residents as an organizational house.	2020-2022	Implemented in the ILUDC, changes will be updated in the CLUDC in 2024.
Program H-2.9.1 First Time Home Buyers	Consider whether to require, through the inclusionary housing ordinance, the provision of housing units affordable to first time home buyers who qualify for affordable housing.	2020-2025	Adopted.

Program H-2.9.2 Funding Sources for First Time Home Buyers	Continue applying for funding sources for first time home buyers, if the housing market and funding requirements will result in a successful program, and provide referrals to FHA programs offered by local lenders and sweat-equity programs operated by non-profit housing organizations.	Ongoing	Ongoing.
Program H-2.9.3 Revise Annexation Rules	Consider revising the regulations regarding annexations to increase the amount of land zoned for residential development within City limits, especially as water storage and wastewater treatment are less of a limit to the expansion of the City limits, and as some areas adjacent to the City do not have the correct soils for septic systems and/or do not have an onsite water source.	2019-2025	Two parcels with failing septic systems were added to the Municipal Services District in 2022. The LAFCO has indicated that they will not support out of area service unless this is brought forward to LAFCO as an annexation or an expansion of the Municipal Services District. Out of area service agreements are therefore blocked at this time.
Program H-3.1.1 Housing Discrimination Complaints	Continue to facilitate equal housing opportunity by referring housing discrimination complaints to the Fair Housing Division of HUD. Continue to distribute information regarding equal housing opportunity laws and the equal housing opportunities for Fair Housing at City Hall.	Ongoing	Ongoing
Program H-3.1.2 Non-discrimination Clauses	Include non-discrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.	Ongoing	Ongoing.
Program H-3.2.1 Use Housing Funds	Use housing funds as available, to support renovations and improvements to accessibility in affordable housing for qualified seniors, persons with disabilities and persons with developmental disabilities.	Ongoing	Ongoing.
Program H-3.2.2 Reasonable Accommodation for Persons with Disabilities and Developmental Disabilities	Continue to review the City's land use and building regulations to identify constraints that may exist for the provision of housing for persons with disabilities and developmental disabilities, and continue to implement the City's policy and programs to provide reasonable accommodations for persons with disabilities and developmental disabilities. Publicize revisions to land use regulations and the City's policy and programs for providing reasonable accommodation for persons with disabilities.	Implemented and Ongoing	Ongoing. The Community Development Committee meets on a quarterly basis to identify opportunities to remove land use constraints to housing development.
Program H-3.2.3 Reasonable Accommodation	Ensure all new, multi-family construction meets the accessibility requirements of the federal and State Fair Housing Acts through local permitting and approval processes.	Ongoing	Ongoing.
Program H-4.1.1 Continue to Pursue Strategies to Address Water Pressure Issues	Continue to pursue strategies to address water pressure issues that impact development potentials.	Ongoing	The City completed multiple water projects to help mitigate water availability issues and potential impact on development. These include a water treatment plant upgrade, raw water line replacement, and a desalination system. Water pressure improvements have not yet been implemented.
Program H-4.1.2 Reduce Capacity Fees for Smaller Units	Consider charging water and sewer capacity fees based on the size of the unit (either square feet or number of bedrooms) in order to ensure that each unit pays its fair share for capacity costs.	2020-2022	ADU's no longer pay capacity fees per state law. Urban Unit Development units don't pay capacity fees if they are less than 750 SF.
Program H-5.1.1 Housing Rehabilitation Projects	Seek funding to assist in the rehabilitation and conservation of multi-family residential projects. Work with non-profit and for-profit affordable housing developers to achieve successful rehabilitation of multi-family housing. Utilize rehabilitation funds to add bedrooms to overcrowded units, as feasible.	Annually as an ongoing program	Ongoing.
Program H-5.1.2 Target Areas	Continue to identify target areas and specific properties where housing rehabilitation is most needed through a periodic update of the housing conditions survey which identifies the neighborhoods and areas requiring rehabilitation assistance.	Update in 2023-2024	To be updated in 2024.
Program H-5.1.3 Housing Rehabilitation/Preservation Program	Continue the City's housing rehabilitation program which provides low interest loans for the rehabilitation of homes owned or occupied by very low to moderate income households. Continue to seek funding for the housing rehabilitation loan program. Facilitate citizen awareness of the City's rehabilitation loan program.	In place and Ongoing	Funding for the City's housing rehab program has expired and the program is currently not active. The City will apply for HOME funds in 2024 or 2025 to potentially restart the program.
Program H-5.1.4 Capital Improvement Program	Consider capital improvement projects necessary to maintain the community's older neighborhoods as part of the City Council's annual review of the Capital Improvement Program.	Annually as an ongoing program	Ongoing as part of the CIP.
Program H-5.2.1 Discourage Vacation Rentals	Continue to prohibit vacation rentals in all zoning districts except for the CBD. Undertake proactive undercover code enforcement activity on a regular basis against all illegal vacation rentals in Fort Bragg. Work with the County of Mendocino at all levels to reduce or eliminate further conversions of residential units into vacation rentals as this practice has greatly increased the magnitude of the housing crisis on the Mendocino coast and in the City of Fort Bragg.	Ongoing.	Ongoing. The City continues to enforce the prohibition of vacation rentals in all zones (except limited vacation rentals on second floors of commercial buildings in the CBD). Staff check websites and investigate code enforcement complaints for illegal vacation rentals.
Program H-2.2.2 Single-Family Homes	Continue to allow the reuse of existing single-family residences, in commercial zones, as single-family residences. Consider allowing second units on commercially zoned parcels with existing single family homes.	2020-2021	Implemented in Inland. Coastal code will be revised in 2024 through an LCP amendment which received approval by the Planning Commission in 2023.
Program H-5.2.3 Housing Rehabilitation in Non-Residential Areas	Continue to permit substantial rehabilitation of, and additions to, existing housing located in zones where it is a legal nonconforming use.	Ongoing.	Ongoing.
Program H-5.3.1 Develop At-Risk Units Program	Maintain an inventory of at-risk affordable housing units and work with property owners and non-profit affordable housing organizations to preserve these units by identifying and seeking funds from Federal, State and local agencies to preserve the units.	Ongoing	Ongoing.
Program H-5.3.2 Require At-Risk Education Program; Program H-5.3.3 Monitor At-Risk Units	Work with property owners and non-profit affordable housing organizations to ensure that tenants receive required education and notifications regarding at-risk units.	Ongoing	No units are currently at risk in the City of Fort Bragg. All units are guaranteed to remain affordable through 2031. The City will monitor the units that are at risk in the 2030 decade to ensure that they remain affordable.
Program H-5.3.4 Replacement Program for Units Demolished for New Development	Consider modification of the Land use and Development Code to require replacement of low and moderate income residential units, when such units are demolished to accommodate new development.	2025-2030	To be considered.

Program H-5.3.5 Work with Potential Purchasers of At-Risk Units	Establish contact with public and nonprofit agencies interested in purchasing and/or managing units at risk in the 2030 decade to inform them of the status of these projects. Where feasible, provide technical assistance and support to these organizations with respect to acquisition. Consider reducing or waiving development fees associated with preservation or replacement of at-risk units. Assist property owners with grant applications for funding for mortgage refinancing, acquisition, rehabilitation, and gap funding for affordable development. Access funding resources such as tax-exempt bonds, housing tax credits, Community Development Block Grants, HOME funds for the preservation of affordable housing units.	Ongoing	Ongoing. To be reconsidered and improved.
Program H-5.3.6 Maintain List of At-Risk Projects	Actively pursue affordable housing opportunities and maintain a list of interested and qualified affordable housing developers.	Ongoing	Ongoing.
Program H-5.3.7 Provide Tenant Education and Assistance Tenants of At-Risk Projects	Require property owners to give a 3-year, 12-month and 6-month notice of their intent to opt out of low-income use restrictions. Work with tenants of at-risk units 10 - Housing Element 2019 10-22 and provide them with education regarding tenant rights and conversion procedures. Assist tenants of existing rent restricted units to obtain priority status on housing choice voucher waiting list.	Ongoing	Ongoing.
Program H-6.1.1 Workshops	Continue to hold workshops and public hearings to discuss proposed revisions to the City's Housing Element.	Annually	No revisions to the City's Housing Element were proposed in 2023. The Community Development Committee meets on a regular basis to discuss ways of removing barriers to new housing construction.
Program H-6.2.1 Annual Report	Prepare an annual report that describes the amount and type of housing constructed, the stock of affordable housing units, demolition permits, and conversion of residential units to other uses, and other housing-related activities for review by the EDAC, Planning Commission, and City Council.	Annually (include with the annual review of the Capital Improvement Program (CIP) by the Planning Commission)	Completed in March of 2024.
Program H-7.1.1 Recycling	Consider revising the zoning ordinance so that all multifamily residential developments provide a centralized drop-off location for recyclables and compostable materials.	Changes to the zoning code will take place in 2023.	To be considered or implemented.
Program H-7.1.2 Rainwater Capture and Drought Tolerant Landscaping	Consider revising the zoning ordinance to incentivize the installation of cisterns to capture rainwater from roofs for all water needs. Consider revising the zoning ordinance to require drought tolerant landscaping for landscaped areas in commercial and multifamily residential uses.	2020-2021	Implemented.
Program H-7.1.3 Sustainable Building Techniques	Encourage housing that includes environmental benefits such as energy conservation, green building, water conservation, and recycling.	2020-2022	Informational brochures have been developed. The adopted revisions to the Citywide Design Guidelines (2022) promote these methods.
Program H-7.1.3 Sustainable Building Techniques	Consider revising the zoning ordinance to incentivize or require passive solar design strategies for space heating and lighting to reduce energy demand to the extent feasible in all residential and mixed-use buildings and in site design. Alternatively, revise the Citywide Design Guidelines to require passive solar and prefer active solar installations for all projects of more than 5,000 SF.	Ongoing.	2020 CA Building Code includes provisions for solar on all new construction.
Program H-7.1.4 Passive Solar Design Strategies	Continue to apply for and administer funds to assist residents with energy conservation retrofits and weatherization resources. Continue to partner with community services agencies to provide financial assistance for low-income persons to offset the cost of weatherization and heating and cooling homes.	Ongoing	Ongoing. The 2022 revised Citywide Design Guidelines recommends passive solar design strategies.
Program H-7.1.5 Energy Retrofit Program	Continue to apply for and administer funds to assist residents with energy conservation retrofits and weatherization resources. Continue to partner with community services agencies to provide financial assistance for low-income persons to offset the cost of weatherization and heating and cooling homes.	Ongoing	Ongoing.

Jurisdiction	Fort Bragg	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/15/2019 - 08/15/2027

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

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 ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Fort Bragg	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/15/2019 - 08/15/2027

ANNUAL ELEMENT PROGRESS REPORT

**Table K
Tenent Preference Policy**

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	Yes
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If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.

<https://www.codepublishing.com/CA/FortBraggLUC183/FortBraggLUC1832.html#18.32.060>

Notes

Link above is from the Inland Land Use and Development Code. The same preference ordinance is also in the Coastal Land Use and Development Code.

Public Comment -- 3/20/24 PC Mtg., Item No. 7C, Annual Progress Reports

Jacob Patterson <jacob.patterson.esq@gmail.com>

Sat 3/16/2024 7:20 PM

To:cdd <cdd@fortbragg.com>

Cc:Whippy, Isaac <iwhippy@fortbragg.com>;Marie Jones <marie@mariejonesconsulting.com>

Planning Commission,

I will likely have more detailed comments about the progress report but I already have an overarching concern that I recommend you think about as you review the table concerning the progress implementing our various housing element programs. I noticed a disconnect between the notes in the "Status of Program Implementation" column (#4) and the actual details and intent of the program itself, as shown in the "Objective" column (#2). In some cases, we have text describing things that have happened but they aren't actually connected to the listed program.

To illustrate, take Program H-4.1.2, Reduce Capacity Fees for Smaller Units. The notes say "ADU's no longer pay capacity fees per state law. Urban Unit Development units don't pay capacity fees if they are less than 750 SF." However, the actual language of the program itself is "Consider charging water and sewer capacity fees based on the size of the unit (either square feet or number of bedrooms) in order to ensure that each unit pays its fair share for capacity costs." Thus, what is stated as the purported "progress" is not really related to considering charging capacity fees based on square footage or number of bedrooms rather than on the current Equivalent Dwelling Unit (EDU) basis. In fact, we just reviewed the water and sewer capacity fees and completely failed to consider implementing this program--it wasn't even mentioned at all as part of the analysis of that recent Council action. I think the description of progress needs to be revised to accurately reflect what the program required, not some unrelated assertions about not charging capacity fees for ADUs, etc., which has nothing to do with the listed program. This is just one example in the current draft and I assume you will be able to find others, I have.

Even if we haven't made any progress on a particular program, that doesn't mean we should misrepresent things in this annual report by pointing to unrelated facts that superficially might seem like we have actually done something if the reviewer isn't reading all that carefully.

Regards,

--Jacob