

Fort Bragg 2019 Housing Element



City of Fort Bragg

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1. INTRODUCTION

A. Purpose

The Housing Element is a statement of Fort Bragg's vision regarding existing and future housing needs. The Housing Element was adopted by the City Council in 2002, updated in 2004, 2009 and 2014.. It is certified by the State Department of Housing and Community Development (HCD). This 2019 update achieves the State's requirement that each community's Housing Element be updated every five years (by 2019). It consists of three sections: Section I contains the goals, policies and implementation programs; Section II contains an analysis of the housing needs of all economic segments of the community; and Section III analyses potential constraints to new housing development such as availability of land, zoning, fees, and permit processing time.

The Housing Element's goals, policies and programs are designed to: 1) address the housing needs identified in Section II; and 2) reduce the housing constraints detailed in Section III.

The primary goals of the 2019 Fort Bragg Housing Element are to:

- 1. Achieve an adequate supply of safe, decent housing for all residents of Fort Bragg;**
- 2. Increase the supply of affordable housing to meet the needs of the community's special needs populations;**
- 3. Maintain and preserve the existing housing stock; and**
- 4. Meet the City's regional housing needs allocations.**

The Housing Element articulates Fort Bragg's housing goals and establishes policies and programs to guide decision-makers to meet the community's housing needs. This 2019 Housing Element recognizes the need to provide stronger incentives for multi-family development, increase the amount of property zoned for higher density development, reduce disincentives for higher density housing, and implement sustainability in new housing development where feasible.



B. Quantified Objectives

Based on the above goals and the policies and programs of the Housing Element, the City has established quantified housing development objectives as required by State Law (see Table 1.1 below).

Table 1.1: Quantified Objectives, City of Fort Bragg, 2019-2024

Income Category	New Construction	Rehabilitation	Conservation/ Preservation	Total
Extremely Low Income	60	4	10	74
Very Low-Income	31	8	15	54
Low-Income	50	8	10	68
Moderate-Income	30	20	0	50
Above Moderate	30	20	0	50
Total	201	60	35	296

Source: City of Fort Bragg Community Development Department, 2019

Over the next five years, the City's goal is for 201 new units to be constructed within the City. This is a very ambitious goal for the City of Fort Bragg given past development trends.

For this number to be achieved the City will need to establish more pro-housing programs and streamline the permitting process for new housing, while also working to attract multi-family housing developer to the area and rezoning a portion of the GP Mill Site for multi-family housing. Additionally, property owners will continue to play a major role in improving our housing stock by rehabilitating our older units. Finally the City and affordable housing operators will need to work together to conserve and preserve affordable housing units as affordable units.

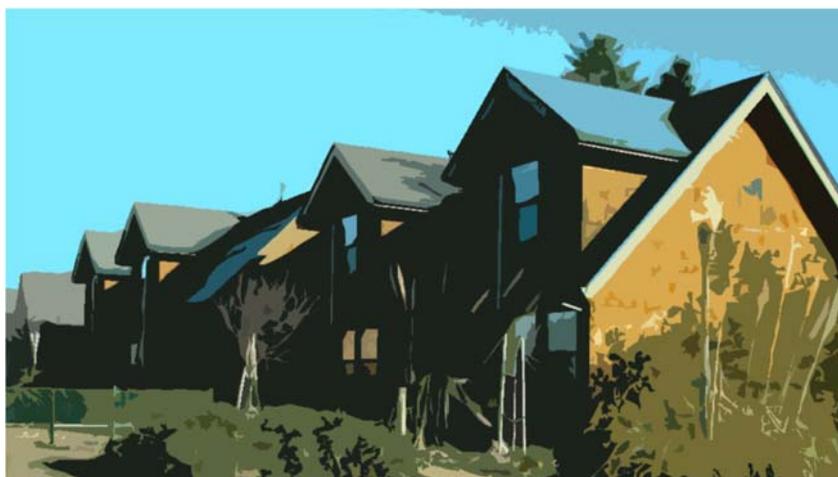
C. Relationship of the Housing Element to the General Plan

Consistency of the Housing Element with the other elements of the City's General Plan is essential to having a complete and legally adequate General Plan. The City's General Plan was updated in 2014. The update addressed all statutory changes in State Law such as new policies and programs regarding fire hazards, flood control, disadvantaged communities, etc. The Housing Element is one of eight General Plan elements and it complements, and is complemented by, policies from the other Elements. For example:

- The **Land Use Element** establishes the zoning designations and maximum and minimum densities for residential development. It also establishes policies and programs regarding the preservation and enhancement of residential neighborhoods as well as where best to locate new development.
- The **Public Facilities Element** sets forth goals and policies to ensure that new residential development is served by public services and that new development pays its fair share of the cost of using these services.

- The **Conservation, Open Space, Energy, and Parks Element** sets policies and goals for the protection of sensitive and natural resources, reducing energy use in buildings, encouraging alternative energy, improving water quality establishing, and preserving parks and open space.
- The **Circulation Element** identifies the City’s existing circulation system and level of service for roads and streets. It also establishes policies and programs for traffic in residential neighborhoods and improving public transit, pedestrian facilities, and bikeways.
- The **Community Design Element** establishes a number of policies and programs that impact housing development and design, including policies and programs related to design review, landscaping, siting, property maintenance, exterior lighting, and more.
- The **Safety Element** identifies areas of the community that are subject to safety concerns such as flooding, tsunami events, earthquakes, and slope erosion. It further establishes policies and programs to minimize these risks as well as reducing fire hazards.
- The **Noise Element** establishes noise standards for residential and mixed-use neighborhoods, as well as specific types of development such as multi-family and single family developments. It also sets requirements for mitigating noise impacts in new developments.
- The **Sustainability Element** includes policies and programs to reduce energy use, increase energy efficiency, reduce greenhouse gasses, and improve the sustainability of commercial and residential development through policies and programs that encourage green building design, materials, and techniques in new construction and remodels. This element also addresses steps to reduce waste production. The Sustainability Element complements the Housing Element in achieving a sustainable Fort Bragg.

No internal inconsistencies have been identified between the goals and policies of the Housing Element and the other Elements of the Coastal General Plan. In addition, constraints identified in other elements such natural resource concerns are recognized in the Housing Element.



2. GOALS, POLICIES AND PROGRAMS

The format of the goals and policies of the Housing Element differs from the rest of the Coastal General Plan, in large measure to meet the requirements of State Housing Element Law (Government Code §365580 et seq.). For every goal there are several policies, each with one or more implementation programs that contain the following information:

- A concise statement of the specific City actions that will be taken to implement the program;
- The City department or other agency responsible for implementation; and
- Potential financing mechanisms and a schedule for completion.

Goal H-1 Conserve and improve the existing housing supply to provide adequate, safe, and decent housing for all Fort Bragg residents.

Policy H-1.1 Housing Rehabilitation: Continue and expand the City's housing rehabilitation and preservation programs.

Program H-1.1.1 Housing Rehabilitation Projects: Seek funding through the Community Development Block Grant (CDBG) program and other State and/or Federal programs 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 CDBG housing rehabilitation funds to add bedrooms to overcrowded units, as feasible.

Responsibility: Community Development Department
Financing: City, CDBG, HOME
Scheduling: Annually as an ongoing program
Quantification: 30 units

Program H-1.1.2 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.

Responsibility: Community Development Department
Financing: City or CDBG
Scheduling: Update in 2015

Program H-1.1.3 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 from CDBG, HOME and other sources for the housing rehabilitation loan program. Facilitate citizen awareness of the City's rehabilitation loan program.

Responsibility: Community Development Department
Financing: City, CDBG, HOME and other State and Federal funds
Scheduling: In place and ongoing
Quantification: 30 units

Program H-1.1.4 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.

Responsibility: Community Development and Public Works Departments
Financing: City, State and Federal funding sources
Scheduling: Annually as an ongoing program

Policy H-1.2 Discourage Conversion of Residential Units: Discourage the conversion of residential units to other uses.

Program H-1.2.1 Single-Family Homes: Continue to allow the reuse of single-family residences, in commercial zones, as single-family residences, even if their legal non-conforming status has expired due to vacancy or interim commercial use.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing
Quantification: 5 units

Program H-1.2.2 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Program H-1.2.3 Regulate Conversion of Residential Space for the Cultivation of Medical Marijuana: Continue to implement the City's medical marijuana cultivation ordinance to limit the area in a residential structure that can be used for cultivation of Medical Marijuana.

Responsibility: Community Development Department, Police Department
Financing: City
Scheduling: Changes to the municipal code have been completed. Implementation is ongoing.

See Sustainability Element for Policies and Programs regarding Green Building, Energy Conservation, Water Conservation and Waste Reduction.

Policy H-1.4 Preserve At-Risk Units: Work with private and non-profit affordable housing developers to preserve at-risk affordable housing projects.

Program H-1.4.1 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.

Responsibility: Community Development Department
Financing: HOME Program, Federal Tax Credits, Redevelopment Agency, etc.
Scheduling: Ongoing

Program H-1.4.2 Require At-Risk Education Program: Work with property owners and non-profit affordable housing organizations to ensure that tenants receive required education and notifications regarding at-risk units.

Responsibility: Community Development Department
Financing: City

Scheduling: Ongoing

Goal H-2 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-2.1 Regional Housing Needs: Ensure that adequate residentially-zoned land is available to accommodate the City's Regional Housing Needs Determination as described in Section II.

Program H-2.1.1 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.

Responsibility: Community Development Department

Financing: City

Scheduling: 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.

Policy H-2.2 Mixed-Use Development: Encourage the development of mixed-use projects that include multi-family residential uses (upstairs and at the rear of properties) in conjunction with commercial enterprises on the street frontage in commercial zones and use design review to minimize conflicts between residential and commercial uses.

Policy H-2.3 Secondary Dwelling Units: Continue to facilitate the construction of secondary dwelling units on residential properties.

Program H-2.3.1 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.

Responsibility: Community Development Department

Financing: City and Housing Developers

Scheduling: Ongoing

Program H-2.3.2 No Development Impact Fees for Secondary Units and Smaller Units: Continue to refrain from charging Capacity Fees for small residential units.

Responsibility: City Council

Financing: Rate payers

Scheduling: Ongoing

Program H-2.3.3 Develop Amnesty/Legalization Program for Illegal Residential Units: Consider establishing an amnesty or legalization program for illegal residential units, especially second units, that includes payment of capacity and connection fees and required improvements to meet the health and safety code.

Responsibility: Community Development Department

Financing: City and property owners

Scheduling: 2020-2021

Program H-2.3.4 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. has a peak roof,

square walls and external siding that is compatible with the residential neighborhood). The Tiny Home should be skirted if the wheels would otherwise be visible from the public right of way.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 2015-2016
Quantification: 5 units

Policy H-2.4 Manufactured Housing: Continue to encourage manufactured homes through the application of established design standards.

Policy H-2.5 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.

Program H-2.5.1: Continue to update the vacant parcels map and provide information to potential developers about infill development opportunities in Fort Bragg.

Responsibility: Community Development Department
Financing: City and Housing Developers
Scheduling: 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.

Program H-2.5.2: Consider adopting planning incentives for new residential development on infill sites.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 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 in-fill sites (as defined by CEQA).
Quantification: 20 units

Policy H-2.6 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.

Program H-2.6.1: 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.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 2020-2021
Quantification: 20 units

Program H-2.6.2: Site Improvements. Obtain grant funding for off-site improvements in support of affordable multi-unit housing projects

Responsibility: Community Development Department
Financing: CDBG, HEAP, Home, other grant programs
Scheduling: Ongoing
Quantification: 20 units

Program H-2.6.3: 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.

Responsibility: Community Development Department
Financing: General Fund
Scheduling: Ongoing

Program H-2.6.3: Developers. Work to attract multi-unit housing developers to the Fort Bragg Market place.

Responsibility: Community Development Department
Financing: General Fund
Scheduling: Ongoing
Quantification: 20 units

Program H-2.6.4: Allow Higher Densities 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; or 3) allow projects of 5 units or less without use permit approval in Medium and High density zoning districts.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 2020-2021
Quantification: 30 units

Program H-2.6.5: Allow Higher Densities In Single Family Residential Districts with Use Permit approval. Consider revising the zoning ordinance to allow three and four-unit developments in Single Family Residential Zoning districts with a Use Permit and consider revisions to the Lot coverage Ratio and Floor Area Ratio to control building size and massing.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 2020-2021
Quantification: 10 units

Program H-2.6.6: 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 or consider simplifying the Design review requirements for 3 and 4 unit projects.

Responsibility: Community Development Department
Financing: General Plan Maintenance Fee Fund
Scheduling: 2020
Quantification: 12 units

Program H-2.6.7: Mitigation Banks. Consider establishing a habitat and or wetland mitigation bank with a non-profit such as the Mendocino Land Trust to establish an off site mitigation bank for impacts to wetlands and ESHA communities.

Responsibility: Community Development Department, Land Trust, etc,
Financing: General Plan Maintenance Fee Fund
Scheduling: 2020-2021
Quantification: 10 units

Policy H-2.7 Substandard Housing. Work with state agencies and property owners to repair and replace substandard housing.

Program H-2.6.1 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.

Responsibility: Community Development Department
Financing: General Fund
Scheduling: Ongoing
Quantification: 2 units

Program H-2.6.2 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&TC) 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.

Responsibility: Community Development Department
Financing: Franchise Tax Board
Scheduling: Ongoing
Quantification: 3 units

Goal H-3 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-3.1 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-3.1.1 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 the County Community Development Commission (CDC), Rural Community Housing Development Corporation (RCHDC), and other non-profit and for-profit affordable housing developers to apply for and implement HCD programs such as the HOME Program. Seek funding for affordable housing from other sources such as the United States Department of Agriculture (USDA), Tax Credit financing, and CDBG.

Responsibility: Community Development Department
Financing: State and Federal sources
Scheduling: Apply for funding as funding cycles occur, a minimum of one funding application per year.

Policy H-3.2 Encourage Senior Housing: Encourage affordable and market rate senior housing projects to be developed with density bonuses and flexible parking standards where consistent with maintaining the character of the surrounding neighborhood.

Program H-3.2.1 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.

Responsibility: Community Development Department

Financing: City

Scheduling: Update inventory of properties suitable for senior housing once a year.

Policy H-3.3 House Sharing: Encourage and facilitate house sharing programs for seniors through the conversion of existing residences into shared housing for seniors.

Policy H-3.4 Encourage Co-Housing: Encourage the development of co-housing for all family and household types, including seniors, families and the disabled.

Policy H-3.5 Increase Affordable Housing Development: Encourage the construction of housing units which are affordable to households with very low to moderate incomes.

Program H-3.5.1 Inclusionary Housing Ordinance: Continue to implement the City's Inclusionary Housing Ordinance. *Consider revising the Inclusionary Housing Ordinance to comply with new State Law and to ensure that it is not having an unintended consequence of suppressing the development of market rate affordable housing.*

Responsibility: Community Development Department

Financing: City

Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Quantification: Five inclusionary units for the Housing Element period.

Program H-3.5.2 Support Self Help Housing: Continue to provide one or two planning incentives for self-help affordable housing.

Responsibility: Community Development Department

Financing: City and developers

Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Quantification: Six self-help units for the Housing Element period.

Program H-3.5.3 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).*

Responsibility: Community Development Department

Financing: City

Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Quantification: 10 SRO units for the Housing Element period.

Program H-3.5.4 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.*

Responsibility: Community Development Department

Financing: City

Scheduling: 2020-2025

Program H-3.5.4 Prioritize City Services for Lower Income Developments: Continue to implement procedures to grant priority service for sewer and water services to lower-income residential developments.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing

Program H-3.5.5 Support Effective Use of Housing Vouchers: Work with non-profit partners to develop a program that may include one or more of the following: help landlords 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 education program for landlords about the benefits of the voucher program; and/or provide case work services for voucher tenants

Responsibility: Hospitality Center, Project Sanctuary, Community Development Department
Financing: Grants donations.
Scheduling: 2020-2025

Program H-3.5.6 Supportive Housing: Revise the City's zoning ordinance so that it complies with SB 2162, which requires the City to allow supportive housing by right in all multi-family zoning districts and in all mixed-use zoning districts.

Responsibility: Community Development Department
Financing: City
Scheduling: 2020 – 2021
Quantification: 30 units

Policy H-3.6 Density Bonus Incentives: Continue to provide density bonuses to projects that provide a required percentage of total units affordable to very low and low-income households and for seniors as required by State Density Bonus law. *Any housing development approved pursuant to Government Code Section 65915 shall be consistent with all applicable certified Local Coastal Program (LCP) policies and development standards. In reviewing a proposed density increase, the City shall identify all feasible means of accommodating the density increase and consider the effects of such means on coastal resources. The City shall only grant a density increase if the City determines that the means of accommodating the density increase proposed by the applicant does not have an adverse effect on coastal resources. If, however, the City determines that the means for accommodating the density increase proposed by the applicant will have an adverse effect on coastal resources, the City shall not grant the density increase.*

Policy H-3.7 Large Families: Encourage housing for large families.

Program H-3.7.1 Seek Funding to Develop or Rehabilitate Housing for Large Low-Income Families: Continue to work with affordable housing developers to identify a potential new construction or rehabilitation project that will serve large lower-income families and obtain and administer an HCD HOME grant or CDBG grant specifically to accommodate large families.

Responsibility: Community Development Department
Financing: City, CBDG, HOME, Tax Credit, CoC and other sources
Scheduling: Ongoing
Quantification: Five large family units for the Housing Element period.

Policy H-3.8 Housing for the Disabled and the Developmentally Disabled: Continue to facilitate barrier-free housing in new development. Continue to require that 10% of all units in multi-family projects be developed in conformance with Universal Design to achieve accessibility for the disabled and the Developmentally Disabled.

Program H-3.8.1 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, on an annual basis, to develop projects targeted for persons with disabilities, including those with developmental disabilities. Work with the Redwood Regional Center to implement an outreach program to families with disabilities regarding the City's services for this population. Place info about this program on the City's website.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing
Quantification: Ten units of housing for persons with disabilities for the Housing Element period. Five of these units will be for people with Developmental Disabilities.

Policy H-3.9 Emergency and Transitional Housing: Continue to support emergency shelters, transitional housing and supportive housing within the City.

Program H-3.9.1 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

Responsibility: Community Development Department
Financing: City
Scheduling: Annual update

Program H-3.9.2 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.

Responsibility: Community Development Department
Financing: City, CDBG
Scheduling: Ongoing
Quantification: 20 transitional units for the Housing Element period.

Program H-3.9.3 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Program H-3.9.4 Emergency Shelters: Continue to allow emergency shelters as a permitted use in the General Commercial (CG) zoning district.

Responsibility: Community Development Department
Financing: City
Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.

Program H-3.9.5 Emergency Shelter for Families: Work with area non-profits to establish an emergency shelter for families.

Responsibility: Project Sanctuary, Community Development Department
Financing: Grants
Scheduling: 2019-2225
Quantification: 4 family shelter units.

Program H-3.9.5 Emergency Shelters regulatory Changes. Revise 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Changes to the zoning code will take place in 2020/21.

Program H-3.9.6 Evidence Based Homeless Services. Consider the key findings of research and evidence-based approaches when considering funding solutions for homelessness.

Responsibility: Community Development Department
Financing: City
Scheduling: ongoing.

Policy H-3.10 First Time Home Buyers: Encourage affordable housing for first time home buyers.

Program H-3.10.1 First Time Home Buyers: Continue to require through the inclusionary housing ordinance, the provision of housing units affordable to first time home buyers who qualify for affordable housing.

Responsibility: Community Development Department
Financing: City
Scheduling: Changes to the zoning code have been completed. Implementation is ongoing.
Quantification: 10 inclusionary units for the Housing Element period.

Program H-3.10.2: Funding Sources for First Time Home Buyers: Continue applying for funding sources for first time home buyers such as HCD's HOME Program and CDBG, and provide referrals to FHA programs offered by local lenders and sweat-equity programs operated by non-profit housing organizations.

Responsibility: Community Development Department
Financing: City, HOME, CDBG
Scheduling: Ongoing
Quantification: 20 first time home loans for the Housing Element period.

Program H-3.10.3: Revise Annexation Regulations: Consider revising the regulations regarding annexations to increase the amount of land zoned for single family residential, as water storage and wastewater treatment are less of a limit to the expansion of the City limits.

Responsibility: Community Development Department
Financing: Property owners, City
Scheduling: 2019-2025
Quantification: 20 single unit homes

Goal H-4 Promote housing opportunities for all persons regardless of race, gender, age, sexual orientation, marital status, or national origin.

Policy H-4.1 Equal Housing Opportunity: Continue to facilitate non-discrimination in housing and ensure compliance with all fair housing laws.

Program H-4.1.1 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing

Program H-4.1.2 Non-discrimination Clauses: Include non-discrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing

Policy H-4.2 Improve Accessibility to Housing: Make it easier to develop housing for seniors and persons with disabilities.

Program H-4.2.1 Use Housing Funds: Use CDBG funds, and other funds as available, to support renovations and improvements to accessibility in affordable housing for qualified seniors, persons with disabilities and persons with developmental disabilities.

Responsibility: Community Development Department
Financing: City, CDBG, HOME
Scheduling: Ongoing
Quantification: Twenty units for seniors, persons with disabilities and persons with developmental disabilities in the Housing Element Period.

Program H-4.2.2 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 program 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Implemented and ongoing
Quantification: Ten reasonable accommodations for persons with disabilities for the Housing Element period. Five reasonable accommodations will be for people with developmental disabilities.

Program H-4.2.3 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.

Responsibility: Community Development Department
Financing: City
Scheduling: Ongoing

Goal H-5 Improve needed services to expand housing development opportunities.

Program H-5.1.1 Continue to Pursue Strategies to Address Water Pressure, and Supply Issues: Continue to pursue strategies to: 1) address water pressure issues that impact development potentials; and/or 2) seek new water supply as opportunities arise.

Responsibility: Community Development Department
Financing: City, Infrastructure Bank, Proposition 84, Development Impact Fees
Scheduling: Ongoing

Program H-5.1.2 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.

Responsibility: Department of Public Works
Financing: Fort Bragg Municipal Improvement District 1
Scheduling: 2020 – 2021
Quantification: 5 units

Goal H-6 Adopt and Implement a Housing Element that Complies with State Law.

Policy H-6.1 Public Participation: Continue to encourage and facilitate public participation in the formulation and review of the City's housing and development policies.

Program H-6.1.1 Workshops: Continue to hold workshops and public hearings to discuss proposed revisions to the City's Housing Element.

Responsibility: Community Development Dept., Community Development Committee
Financing: City
Scheduling: Annually

Policy H-6.2 Annual Review of Housing Element Implementation: Carry out an annual progress report on implementation of the Housing Element.

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.

Responsibility: Community Development Department
Financing: City
Scheduling: Annually (include with the annual review of the Capital Improvement Program (CIP) by the Planning Commission)

Goal H-7 Increase Housing Opportunities that provide Environmental Benefits

Policy H- 7.1 Encourage housing that includes environmental benefits such as energy conservation, green building, water conservation, and recycling.

Program H-7.1.1 Passive Solar Design Strategies: 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.

Responsibility: Community Development Department

Financing: City

Scheduling: Changes to the zoning code will take place in 2020/21.

Policy H-7.1.2 Rainwater Capture & 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 multi-family residential uses.

Responsibility: Community Development Department

Financing: City

Scheduling: Changes to the zoning code will take place in 2020/21.

Policy S-7.1.3 Recycling: Consider revising the zoning ordinance so that all multi-family residential developments provide a centralized drop-off location for recyclables and compostable materials.

Responsibility: Community Development Department

Financing: City

Scheduling: Changes to the zoning code will take place in 2020/21.

Program H-1.3.2 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.

Responsibility: Community Development Department, REDI

Financing: City

Scheduling: Ongoing