

## Please Start Here

General Information	
Jurisdiction Name	Fort Bragg
Reporting Calendar Year	2018
Contact Information	
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## Submittal Instructions

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 (Preferred)** - This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email [APR@hcd.ca.gov](mailto: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](mailto: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](mailto:APR@hcd.ca.gov) and to OPR at [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov). Please send the Excel workbook, not a scanned or PDF copy of the tables.

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Table A																
Housing Development Applications Submitted																
Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	
1				2	3	4	5							6	7	
Prior APN <sup>+</sup>	Current APN	Street Address	Project Name <sup>+</sup>	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	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 <u>PROPOSED</u> Units by Project	Total <u>APPROVED</u> Units by project	
Summary Row: Start Data Entry Below							36		34			4	8	82	82	
				2 to 4	O	8/28/2018	2							2	2	
				SFD	O	1/25/2018							1	1	1	
				5+	R	11/11/2018	34		34			1		69	69	
				SFD	O	10/28/2018							1	1	1	
				SFD	O	10/2/2018							1	1	1	
				SFD	O	10/28/2018							1	1	1	
				SFD	O	5/17/2018							1	1	1	
				2 to 4	O	8/27/2018							2	2	2	
				ADU	O	1/19/2018						1		1	1	
				ADU	O	10/30/2018						1		1	1	
				SFD	O	10/31/2018							1	1	1	
				ADU	O	4/16/2018						1		1	1	



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Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2014	2015	2016	2017	2018	2019				Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	5										34	
	Non-Deed Restricted							34					
Low	Deed Restricted	3										43	
	Non-Deed Restricted		2	2		5		34					
Moderate	Deed Restricted	3										4	
	Non-Deed Restricted		2		2								
Above Moderate		9		3			8					11	
Total RHNA		20											
Total Units			4	5	2	5	8	68				92	

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

Cells in grey contain auto-calculation formulas

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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 Housing Rehabilitation:	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.	Ongoing	The City provides low interest and no interest loans (CDBG) for low income people to rehab their homes. The City has also committed program income to rehabilitation improvments for the Glass Beach Affordable Housing Project.
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.	2015	The Housing Conditions survey has not been updated.
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.	Ongoing	The City is currently operating a CDBG housing rehab loan program
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.	Ongoing	The city is always engaged in improvements to infrastructure which helps the City'solder neighborhoods.
Program H-1.2.1 Single-Family Homes:	Consider revising the zoning ordinance so that single-family residences, located in commercial zones, can be used as single-family residences, even if their legal non-conforming status has expired due to vacancy or interim commercial use.	Changes to the zoning code have been completed. Implementation is ongoing.	Completed ijn 2014
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.	Ongoing	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.	Changes to the municipal code have been completed. Implementation is ongoing.	Changes to the municipal code have been completed. Implementation is ongoing.
Program H-1.3.1 Energy Conservation Program:	Continue to provide energy conservation and green building materials and techniques workshops, display board and brochures. Continue the City's energy conservation program as funding allows.	Ongoing	OnOngoing
Program H-1.4.1Develop 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-1.4.2Require 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.	Ongoing	Not Applicable.
Program H-2.1.1Inventory 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.	The City currently has sufficient residentially zoned vacant property to accommodate our Regional Housing Needs Allocation.
Program H-2.3.1Secondary 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	Second unit designs have been prepared and implementation is ongoing	Second Unit plans will be updated in 2018 to the new Building code.
Program H-2.3.2 Reduce Development Impact Fees for Secondary Units and Smaller Units:	Consider establishing an updated Capacity Fee for small residential units that recognizes the reduced impacts on the City's sewer, water, drainage, parks, and streets of smaller units of one bedroom or less.	2015	Completed in 2017 as part of second unit ordinance and City Council direction to eliminate capacity chartges for second units.
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.	2015-2016	The City has not established a formal amnesity program, however units may be legalized at any time.
Program H-2.5.1: Vacant Parcel Map	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.
Program H-3.1.1Available 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.	Apply for funding as funding cycles occur, a minimum of one funding application per year.	the City has applied for and received a \$3 million HEAP application for the 68 unit affordabel Danco project. The City is adminsiterring a \$3 mimllion grant for the parrents and friends project.
Program H-3.2.1Affordable 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.	Update inventory of properties suitable for senior housing once a year.	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-3.5.1Inclusionary Housing Ordinance:	Continue to implement the City's Inclusionary Housing Ordinance.	Changes to the zoning code have been completed.	No market rate projects of sufficient size have been submitted to require inclusionary housing.



Program H-3.5.2 Support Self Help Housing:	Continue to provide one or two planning incentives for self-help affordable housing.	Changes to the zoning code have been completed. Implementation is ongoing.	The City is considering a two unit self help project (2018) that has not requested any planning insentives.
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, RH, and RVH zones.	Changes to the zoning code have been completed.	Implementation is ongoing.
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.	Ongoing	Ongoing
Policy H-3.6Density 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.	Ongoing	Ongoing
Program H-3.7.1Seek 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.	Ongoing	Ongoing
Program H-3.8.1Continue 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.	Ongoing	Ongoing. Permitting for the Danco affordable housing and PSH housing project was processed in 6 weeks.
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	Annual update	Annual update
Program H-3.9.2Inter-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	The City has been working with Continuum of Care, MCHC and Danco to provide housing for the homeless.
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.	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.	Changes to the zoning code have been completed.	Implementation is ongoing.
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.	Changes to the zoning code have been completed.	Implementation is ongoing.
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.	Ongoing	This program is not successful in Fort Bragg because housng costs are too high to qualify for first time home buyers assistance. Staff recommends deleting this program in the future.
Program H-4.1.1Housing 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-4.1.2 Non-discrimination Clauses:	Include non-discrimination clauses in rental agreements and deed restrictions for housing constructed with City assistance.	Ongoing	Ongoing
Program H-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.	Ongoing	The City has obtinaed a \$3 million CDBG grant for housing for adults with disabilities.
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.	Implemented and ongoing	Implemented and ongoing
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.	Ongoing	Ongoing
Program H-5.1.1Continue to Pursue Strategies to Address Water Storage, Pressure, and Supply Issues:	Continue to pursue strategies to: 1) add additional water storage capacity to the City's water supply system; 2) identify and fix water leaks in the water supply system; 3) address water pressure issues that impact development potentials; and/or 4) seek new water supply as opportunities arise.	Ongoing	The City has laregly addressed the watre supplyu and storage issues with the construction of the Summer's Iain Reservoir in 2016.
Program H-6.1.1 Workshops:	Continue to hold workshops and public hearings to discuss proposed revisions to the City's Housing Element.	Annually	Annually
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)	Annually (include with the annual review of the Capital Improvement Program (CIP) by the Planning Commission)



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

Jurisdiction	Fort Bragg	
Reporting Period	2018	(Jan. 1 - Dec. 31)

Note: + 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)(2)									
This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).									
Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1 <sup>+</sup>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	Fort Bragg	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Entitled Units Summary		
Income Level		Current Year
Very Low	Deed Restricted	34
	Non-Deed Restricted	0
Low	Deed Restricted	34
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	5
Above Moderate		5
Total Units		78

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

Submitted Applications Summary	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	82
Total Housing Units Approved:	82
Total Housing Units Disapproved:	0

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

Cells in grey contain auto-calculation formulas