

# Fort Bragg 2019 Housing Element



## City of Fort Bragg

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## INTRODUCTION

### A. PURPOSE

The Housing Element is the blueprint for City actions with regard to housing over the next eight years. It is a statement of Fort Bragg's vision to address existing and future housing needs in our community. This Housing Element includes a wide array of innovative actions that the City and community partners can take, which include everything from removing regulatory barriers to forming deeper collaborations to address some of our more difficult challenges. It focuses on increasing housing opportunities for all types of housing throughout the community, from the tiny home to larger multiunit projects. It takes a variety of approaches that will require the hard work of the public, non-profit and private sectors. This housing element has been significantly revised and updated and responds to the many innovative and outstanding ideas from community members, non-profit managers, business owners, contractors, real estate agents and City staff.

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*The Housing Element's goals, policies and programs  
are designed to reduce housing constraints  
and address the housing needs of our community*

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**The primary goals of the 2019 Fort Bragg Housing Element are to encourage, facilitate, support and help fund:**

- 1. New market rate and affordable housing that serves our residents and businesses in Fort Bragg;**
- 2. New affordable housing that serves our community's special needs populations;**
- 3. Preservation of our existing housing stock; and**
- 4. New housing that meets our Regional Housing Needs Allocation.**

### B. HISTORY

The Housing Element was initially adopted by the City Council in 2002, and subsequently revised in 2004, 2009 and 2014. This 2019 update achieves the State's requirement that each community's Housing Element be updated every five years and it is certified by the State Department of Housing and Community Development (HCD). The Housing Element contains a review of policies and implementing actions of the previous Housing Element, an analysis of the current housing needs of all economic segments of the community, analyses regarding potential constraints to the development of housing and new policies and programs to implement over the next five years.

## C. SUMMARY OF NEW HOUSING PROGRAMS

Key policies and programs that address Fort Bragg's Housing (noted in purple text in the attached document) have been added to the Housing Element as follows:

- Program H-1.3.3 Junior Accessory Dwelling Units
- Program H-1.3.5 Allow Tiny Homes as Second Units
- Program H-1.3.6 Alternative Designs for Second Units
- Program H-1.6.2: Planning Incentives for Infill
- Program H-1.7.1: Permit Streamlining
- Program H-1.7.2: Site Improvements
- Program H-1.7.3: Market Study
- Program H-1.7.3: Attract Multi-Unit Developers
- Program H-1.7.4: Allow Higher Densities by Right
- Program H-1.7.5: Allow Higher Densities in Single Family Residential Districts with Use Permit Approval
- Program H-1.7.6: Simplify Design Review for Small Residential Projects
- Program H-1.7.7: Workforce Housing in Mixed-Use Zoning
- Program H-1.7.8: Live-Work Housing in Industrial Zoning Districts
- Program H-1.7.8: Tiny Home Community
- Program H-1.7.9: Public Private Partnership for Major Subdivisions
- Program H-1.7.10: Mitigation Banks
- Program H-1.8.1 Repair and Replace
- Program H-1.8.2 Substandard Housing Program
- Program H-1.9.1: Building Permits
- Program H-1.9.2: Reduce the Cost of Construction
- Program H.2.2.2 House Sharing
- Program H.2.2.2 Encourage Housing for Seniors with Pets
- Program H.2.2.2 Encourage Housing with Dementia Care and Assisted Living for Seniors
- Program H-2.4.3 SRO Housing by Right
- Program H-2.4.4 Consider Community Land Trust
- Program H-2.4.5 Prioritize City Services for Housing Developments
- Program H-2.4.6 Support Effective Use of Housing Vouchers
- Program H-2.4.7 Supportive Housing:
- Program H-2.8.4 Transitional and Supportive Housing
- Program H-2.8.6 Emergency Shelter for Families
- Program H-2.8.7 Emergency Shelters Regulatory Changes
- Program H-2.8.8 Evidence Based Homeless Services
- Program H-2.9.3 Revise Annexation Regulations
- Program H-4.1.2 Reduce Capacity Fees for Smaller Units
- Program H-5.2.1 Discourage Vacation Rentals
- Program H-5.3.3. Monitor Units At-Risk
- Program H-5.3.4 Work with Potential Purchasers of At-Risk Projects
- Program H-5.3.5 Maintain a List of At-Risk Projects
- Program H-5.3.6 Provide Education & Assistance to Tenants of At-Risk Projects

- Program H-7.1.1 Recycling
- Program H-7.1.2 Rainwater Capture & Drought Tolerant Landscaping
- Program H-7.1.3 Sustainable Building Techniques
- Program H-7.1.4 Passive Solar Design Strategies
- Program H-7.1.5 Energy Retrofit Program

## D. QUANTIFIED OBJECTIVES

Based on the primary goals above 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).

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				

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*Over the next five years, the City's goal is for 200 new units to be constructed within the City. This is a very ambitious goal for the City of Fort Bragg given past development trends.*

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The construction of 200 housing units over the next five years is an ambitious goal. 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 developers to the area and rezoning a portion of the former Georgia Pacific Mill Site for multi-family housing. The City and affordable housing operators will need to work together to construct and preserve affordable housing units as affordable units. Finally, property owners will need to participate in the process and continue to improve our housing stock by rehabilitating older units and constructing accessory dwelling units.

## SECTION 1: GOALS, POLICIES AND PROGRAMS

The format of the goals and policies of the Housing Element differs from the rest of the City's 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, and many policies contain one or more implementation programs with 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;
- Potential financing mechanisms and a schedule for completion; and
- Quantification, which is an estimate of how many housing units may result from the successful implementation of a program. It is neither an up or lower limit, just an estimate.

**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-1.1 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-1.2 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-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.

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

Program H-1.3.2 No Development Impact Fees for Secondary Units: Continue to refrain from charging Capacity Fees for second units.

Responsibility: City Council  
Financing: Rate payers  
Scheduling: Ongoing

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 ~~payment of capacity and connection fees and~~ requiring



property owners to undertake improvements to meet the requirements of the current building code.

Responsibility: Community Development Department  
Financing: City and property owners  
Scheduling: 2020-2021  
Quantification: 2 units

Program H-1.3.3 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.

Responsibility: Community Development Department  
Financing: General Plan Maintenance Fee Fund  
Scheduling: 2021  
Quantification: 5 units

Program H-1.3.5 Allow Tiny Homes as Second Units: Consider revising the zoning ordinance so that people can park mobile residencies (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.).

Responsibility: Community Development Department  
Financing: General Plan Maintenance Fee Fund  
Scheduling: 2021  
Quantification: 5 units

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.

Responsibility: Community Development Department  
Financing: General Plan Maintenance Fee Fund  
Scheduling: 2021  
Quantification: 5 units

Policy H-1.5 Manufactured Housing: Continue to encourage manufactured homes through the application of established design standards.

Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.

Program H-1.6.1: 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-1.6.2: Planning Incentives: 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-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.

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.

Responsibility: Community Development Department  
 Financing: General Plan Maintenance Fee Fund  
 Scheduling: 2020-2025  
 Quantification: 20 units

Program H-1.7.2: 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-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.

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

Program H-1.7.3: Attract Multi-Unit 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-1.7.4: 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; and/or 3) allow multi-family 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-1.7.5: 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.

Responsibility: Community Development Department  
Financing: General Plan Maintenance Fee Fund  
Scheduling: 2020-2021  
Quantification: 12 units

Program H-1.7.6: 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 and/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-1.7.7: Workforce Housing in Mixed-Use Zoning. Continue to allow workforce housing in all zoning districts that allow mixed-use development.

Responsibility: Community Development Department  
Financing: Applicants  
Scheduling: Ongoing  
Quantification: 10 units

Program H-1.7.8: Live-Work Housing in Industrial Zoning Districts. Continue to allow live-work housing in all industrial zoning districts.

Responsibility: Community Development Department  
Financing: Applicants  
Scheduling: Ongoing  
Quantification: 10 units

Program H-1.7.8: 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.

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

Program H-1.7.9: 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.

Responsibility: City Council, Community Development Department  
Financing: Property Owner and General Plan Maintenance Fee Fund  
Scheduling: 2020-2025  
Quantification: 10 units

Program H-1.7.10: 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.

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

Policy H-1.8 Substandard Housing. Work with state agencies and property owners to repair and replace substandard housing.

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.

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

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&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

Policy H-1.9 Reduce the Cost of Construction and the Time for permitting

Program H-1.9.1: Building Permits. Consider hiring a contract building inspector to bringing building inspections services into the City in order to improve timeliness and inspection certainty.

Responsibility: City Council, Community Development Department  
Financing: Building Permit Fees  
Scheduling: 2020-25  
Quantification: none

Program H-1.9.2: Reduce the 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.

Responsibility: City Council, Community Development Department  
Financing: General Plan Maintenance Fee Fund  
Scheduling: 2020  
Quantification: none

**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-2.1.1    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.

Responsibility: Community Development Department  
Financing: State and Federal sources  
Scheduling: Apply for funding as funding cycles occur  
Quantification: 65

Policy H-2.2    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-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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Periodically update inventory of properties suitable for senior housing.

Program H.2.2.2    House Sharing: Work with area non-profits to explore the feasibility of establishing a house sharing programs for seniors by creating a matching and vetting process.

Responsibility: Community Development Department, Senior Center, MCHC, Project Sanctuary, etc.  
Financing: State and Federal sources  
Scheduling: 2020-2025  
Quantification: 10

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.

Responsibility: Community Development Department, Senior Center, MCHC, Project Sanctuary, etc.  
Financing: General Fund  
Scheduling: 2020-2025

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.

Responsibility: Community Development Department  
Financing: General Fund  
Scheduling: 2020-2025

Policy H-2.3 Encourage Co-Housing: Encourage the development of co-housing for all family and household types, including seniors, families and the disabled.

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.

Program H-2.4.1 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: 2020-2023  
Quantification: One inclusionary unit for the Housing Element period.

Program H-2.4.2 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: Ongoing  
Quantification: Six self-help units for the Housing Element period.

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).

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-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.

Responsibility: Community Development Department  
Financing: City

Scheduling: 2020-2025

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.

Responsibility: Community Development Department

Financing: City

Scheduling: Ongoing

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 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-2.4.7 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-2.5 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-2.6 Large Families: Encourage housing for large families.

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 a potential new construction or rehabilitation project that will serve large lower-income families and obtain and administer a grants 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-2.7 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-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.

Responsibility: Community Development Department

Financing: City

Scheduling: Ongoing

Quantification: Three units of housing for persons with disabilities.

Policy H-2.8 Emergency and Transitional Housing: Continue to support emergency shelters, transitional housing and supportive housing within the City.

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

Responsibility: Community Development Department

Financing: City

Scheduling: Annual update

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.

Responsibility: Community Development Department

Financing: City, CDBG

Scheduling: Ongoing

Quantification: 20 transitional units for the Housing Element period.

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.

Responsibility: Community Development Department

Financing: City

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

Responsibility: Community Development Department

Financing: City

Scheduling: 2020-2025



Quantification: 10 transitional units.

Program H-2.8.5 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-2.8.6 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: 2020-2225  
Quantification: 4 family shelter units.

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 only (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-2.8.8 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-2.9 First Time Home Buyers: Encourage affordable housing for first time home buyers.

Program H-2.9.1 First Time Home Buyers: ~~Continue to~~ 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: 2020-2025

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.

Responsibility: Community Development Department  
Financing: City, HOME, CDBG  
Scheduling: Ongoing

Quantification: none

Program H-2.9.3: Revise Annexation Regulations: Consider revising the regulations regarding annexations to increase the amount of land zoned for single family residential 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 perc for septic systems and/or do not have an onsite water source.

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

**Goal H-3      Promote housing opportunities for all persons regardless of race, gender, age, sexual orientation, marital status, or national origin.**

Policy H-3.1    Equal Housing Opportunity: Continue to facilitate non-discrimination in housing and ensure compliance with all fair housing laws.

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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Ongoing

Policy H-3.2    Improve Accessibility to Housing: Make it easier to develop housing for seniors and persons with disabilities.

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.

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-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 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-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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Ongoing

#### **Goal H-4      Improve needed services to expand housing development opportunities.**

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.

Responsibility: Community Development Department  
Financing: City, Infrastructure Bank, Property Owners, Development Impact Fees  
Scheduling: Ongoing

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.

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

#### **Goal H-5      Conserve and improve the existing housing supply to provide adequate, safe, and decent housing for all Fort Bragg residents.**

Policy H-5.1 Housing Rehabilitation: Continue and expand the City's housing rehabilitation and preservation programs.

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.

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

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.

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

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.

Responsibility: Community Development Department  
Financing: City, CDBG, HOME and other State and Federal funds  
Scheduling: In place and ongoing  
Quantification: 15 units

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.

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

Policy H-5.2 Discourage Conversion of Residential Units: Discourage the conversion of residential units to other uses.

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 rental 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 increase the magnitude of the housing crisis on the Mendocino coast and in the City of Fort Bragg.

Responsibility: City Council, Community Development Department  
Financing: City  
Scheduling: 2020-21

Program H-5.2.2 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: 2020-21  
Quantification: 5 units

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.

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

~~Program H-5.2.3 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-5.3 Preserve At-Risk Units: Work with private and non-profit affordable housing developers to preserve at-risk affordable housing projects.

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.

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

Program H-5.3.2 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

Program H-5.3.3. Monitor Units At-Risk. 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: 2025-2030

Program H-5.3.4 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Ongoing

Program H-5.3.5 Maintain a List of At-Risk Projects. Actively pursue affordable housing opportunities and maintain a list of interested and qualified affordable housing developers.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Ongoing

Program H-5.3.6 Provide Tenant Education & Assistance for Tenants of At Risk Projects. Require property owners to give a 12-month notice of their intent to opt out of low-income use restrictions. Work with tenants of at-risk units 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.

Responsibility: Community Development Department  
Financing: City  
Scheduling: Ongoing

## **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 environmental practices in all housing.**

Program H-7.1.1 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-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: 2020/21

Program H-7.1.3 Sustainable Building Techniques: Encourage housing that includes environmental benefits such as energy conservation, green building, water conservation, and recycling.

Responsibility: Community Development Department  
Financing: City  
Scheduling: 2020/21

Program H-7.1.4 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: 2020/21

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.

Responsibility: Community Development Department, REDI  
Financing: City  
Scheduling: Ongoing