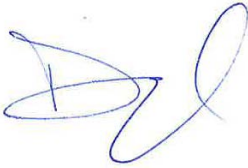


# City of Calistoga Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Lynn Goldberg, Planning & Building Director  
**DATE:** March 7, 2017  
**SUBJECT: General Plan Annual Report**

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APPROVAL FOR FORWARDING



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Dylan Feik, City Manager

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1 **ISSUE:** Annual report on the status of the Calistoga General Plan and progress made  
2 toward its implementation during 2016

3 **RECOMMENDATION:** Accept the annual report and direct staff to file it with the  
4 appropriate state agencies

5 **BACKGROUND:** The Calistoga General Plan serves two primary functions. As an  
6 information document, it describes existing conditions within the city and provides  
7 development projections. As a policy document, the General Plan establishes a vision  
8 for the community’s future and guidelines for decision-makers through goals, objectives,  
9 policies and actions.

10 Using these guidelines, Calistoga’s City Council, Planning Commission and the Active  
11 Transportation Advisory Committee take incremental steps toward achieving the larger  
12 goals of the City. City staff also implements policies and actions contained in the  
13 General Plan through day-to-day operations of the City.

14 The State requires the City to submit an annual report on the status of its general plan  
15 and progress made toward its implementation to the City Council, the Governor’s Office  
16 of Planning and Research and the California Department of Housing and Community  
17 Development. The report also identifies how City decision-making was guided by the  
18 General Plan’s goals, policies and actions.

19 **DISCUSSION**

20 **Status of the Calistoga General Plan**

21 The Calistoga General Plan was comprehensively updated in 2003. Several of its

22 seven State-mandated elements have been comprehensively updated since then:

- 23 • Housing Element (2014)
- 24 • Circulation Element (2014)
- 25 • Public Safety Element (2014)
- 26 • Land Use Element (2012)

27 General Plan implementation during 2016

28 Actions that were taken by the City during 2016 to implement the General Plan are  
29 summarized by element in Attachment 1. The General Plan was not amended during  
30 2016.

31 General Plan amendments and implementation anticipated during 2017

32 Efforts to implement the General Plan that are anticipated during 2017 are summarized  
33 in Attachment 1.

34 Staff recommends updating the Infrastructure, Economic Development and Geothermal  
35 Elements during 2017. A substantial amount of information in the Infrastructure Element  
36 - which addresses water facilities and service, wastewater collection and treatment,  
37 water reclamation and stormwater collection - needs to be updated to reflect  
38 improvements made since the Element's original adoption in 2003.

39 The Economic Development Element includes actions intended to help reduce  
40 unemployment, which is no longer a significant issue for the City. It also calls for the  
41 development of high-end visitor accommodations, which have or will soon be added to  
42 the community's inventory of visitor accommodations. The Element needs to be  
43 updated to address current economic development challenges and identify appropriate  
44 strategies.

45 The City is no longer pursuing the conservation of the local volcanic ash supply, as  
46 called for in the Geothermal Element, and is actively working to reduce its use by spas.  
47 Other measures have been implemented and no longer need to be included in the  
48 Element.

49 **PLANNING COMMISSION RECOMMENDATION:** At its February 22, 2017 meeting,  
50 the Calistoga Planning Commission recommended to the City Council acceptance of  
51 the annual report on the General Plan.

52 **ENVIRONMENTAL REVIEW:** The annual report on the General Plan is not a project  
53 and is therefore not subject to environmental review.

54 **FISCAL IMPACT:** The annual report itself has no fiscal impacts. The fiscal impacts of  
55 each General Plan action will be determined at the time of its implementation.

56 **ATTACHMENT**

- 57 1. 2016 General Plan Annual Progress Report

Attachment 1

**Summary of Actions Taken During 2016 to Implement the Calistoga General Plan<sup>1</sup>**

| General Plan Action               |   | Status   | Actions Taken in 2016  |
|-----------------------------------|---|--|--|
| <b>Land Use Element</b>           |   |  |  |
| 1.1-2                             | Enforce and expand landscape standards within the downtown to promote a human scale, and provide visual interest, protective shading and other natural vegetation features.   | Ongoing. Preliminary work on expanded standards conducted with preparation of Urban Design Plan. | Enforced existing standards through development application review   |
| 1.1-3                             | When awarding growth management nonresidential allocations, give preference to the intensification or expansion of existing uses greater than 10 percent in floor area or new construction on vacant, underdeveloped or redeveloped land with necessary public infrastructure in place. | Ongoing  | No preferential treatment was required during 2016   |
| 3.1-1                             | Develop standards for new subdivisions to include clustering to promote the preservation of open space.   | Not completed  | --   |
| <b>Community Identity Element</b> |   |  |  |
| 1.1-2                             | Conduct an evaluation of City guidelines, ordinances, and infrastructure standards to ensure they are consistent with community identity features.  | Ongoing  | --   |
| 1.2-1                             | Prepare and adopt design guidelines for commercial areas.   | Incorporated appropriate UDP recommendations into General Plan                                   | Implemented adopted policies during review of proposed projects  |
| 1.2-2                             | Collaborate with merchants to preserve, protect and enhance the downtown [through] beautification and improvement programs.   | Ongoing  | Initiated downtown sign program to eliminate visual clutter caused by portable signs   |
| 1.2-3                             | Conduct a study of existing street trees in the Downtown Commercial area and develop a plan for their maintenance and replacement.  | Study not completed<br>Maintenance ongoing   | Adjacent property owners continued to be responsible for street tree maintenance (per CMC 12.10.010)                                 |
| 1.2-4                             | Prepare a plan for creating a river promenade along the Napa River from the Sharpsteen Museum/Police Station parking lot to the Fire Station parking lot.   | Ongoing  | Continued working towards construction of path along Napa River adjacent to 1310 Lincoln (AT&T building) to Fire Station parking lot |
| 2.1-2                             | Design and install signs or markers that are evocative of Calistoga's character at its six entries.   | Not completed  | --   |
| 3.1-1                             | Encourage pride and awareness of Calistoga's heritage by developing ways to educate and   | Ongoing  | --   |

<sup>1</sup> Includes actions that have not been completed, were completed in 2016 or are ongoing.

| General Plan Action |   | Status        | Actions Taken in 2016  |
|---------------------|---|---------------|--|
|                     | sensitize Calistoga residents, business people and visitors to its architectural, aesthetic and visual qualities.   |               |  |
| 3.1-2               | Conduct studies to consider the designation of official historic districts and to create development regulations for these districts.   | Ongoing       | --   |
| 3.3-1               | Encourage individuals and organizations to conduct research on Category B properties, which have potential eligibility for state and federal historic status.   | Ongoing       | --   |
| 3.3-2               | Expand the Category A historic resources list to include any Category B properties for which subsequent research has determined they are eligible for state and/or federal listing.   | Ongoing       | --   |
| 3.3-3               | Protect and preserve structures of historic, architectural and aesthetic importance that may be affected by development.  | Ongoing       | Building permits were issued for the Francis House restoration, which is being done in a manner that preserves and enhances its historic features  |
| 3.5-1               | Commission and implement a Pioneer Cemetery beautification plan to enhance the Cemetery's presence and appearance as a picturesque small-town cemetery.   | Not completed | --   |
| Circulation Element |   |               |  |
| 1.1-3               | Investigate the need for and feasibility of closing Brannan Street to through traffic, or implementing other traffic calming measures in order to prevent or reduce the use of this local street for regional through traffic.  | Ongoing       | Radar speed indicator signs were installed and the Police Department is actively monitoring for speeding   |
| 1.3-2               | Prepare an Official Plan Line for the extension of Money Lane.  | Ongoing       | Required two parcel maps to construct approximately 500 feet of Money Lane west of Mora. This included aligning the intersection at Mora.  |
| 1.4-1               | "Complete Streets" improvements shall be incorporated in such projects as construction, reconstruction, retrofit, maintenance and alteration of streets, roads and bridges.   | Ongoing       | Incorporated bicycling and walking facilities into the design for the Berry Street Bridge replacement  |
| 1.4-2               | In the design of new streets and the maintenance and improvements to existing streets, incorporate street shade trees, planting strips, crosswalks, pedestrian signals, street furniture, bicycle parking, traffic calming measures and other features that promote safe and comfortable travel for all users to the maximum feasible extent. | Ongoing       | Funding received for crosswalk improvements at Lincoln and Brannan<br><br>The Craftsman Inn expansion project was required to construct a sidewalk from the western crosswalk at the intersection of Lincoln and Foothill to the |

| General Plan Action |   | Status        | Actions Taken in 2016  |
|---------------------|---|---------------|--|
|                     |   |               | project site<br>The Francis House restoration project was required to construct sidewalks along both frontages   |
| 1.4-4               | The Active Transportation Advisory Committee shall review transportation projects early in the planning and design stage, to provide comments and recommendations regarding Complete Streets features to be incorporated into the projects. | Ongoing       | There were no projects at this level of review during 2016   |
| 1.5-2               | Pursue improvement of the excess Caltrans right-of-way along the southern edge of Highway 29 (east of Lincoln Avenue) to provide a park-and-ride lot for carpoolers and/or a rest area.   | Not completed | --   |
| 2.1-1               | Collect in-lieu parking fees to support the funding of downtown parking facilities.   | Ongoing       | No projects required in-lieu parking fees during 2016  |
| 2.1-2               | Allow adjustments to on-site parking requirements when substantiated through a professionally-prepared parking study.   | Ongoing       | No adjustments to on-site parking requirements were requested during 2016  |
| 2.1-3               | Examine Municipal Code downtown parking requirements to determine if they are consistent with actual demands, especially those related to general office and multi-family housing. Revise the requirements as necessary.                    | Not completed | --   |
| 2.2-1               | Conduct a parking study that evaluates the downtown parking supply against current and projected demand, and makes recommendations regarding the development of and locations for additional downtown parking.                              | Not completed | --   |
| 2.2-2               | Conduct a study to determine whether to revise downtown parking time limits with the goal of maximizing available parking for short-term visitors.  | Not completed | --   |
| 3.2-1               | Implement the sidewalk improvement program contained in the Active Transportation Plan.   | Ongoing       | Sidewalks were replaced along various property frontages as part of City's 50/50 cost share split policy.<br>Completed three-quarters of sidewalk grinding for trip hazards<br>Continued ADA ramp replacement projects<br>Sidewalk installations were required for the Francis House |

| General Plan Action           |   | Status                            | Actions Taken in 2016  |
|-------------------------------|---|-----------------------------------|--|
|                               |   |                                   | restoration.<br>Construction plans were prepared for the installation of a sidewalk at Logvy Park along Washington to connect to the Boys and Girls Club   |
| 3.2-2                         | Incorporate the expansion of the sidewalk network into the City's capital improvement planning, with priority given to collector streets.   | Ongoing                           | Evaluated Cedar and Lake sidewalk improvements   |
| 3.2-3                         | Seek funding from federal and state grant programs to implement sidewalk construction.  | Ongoing                           | Applied for CDBG funding for Logvy Park sidewalk   |
| 3.2-5                         | Implement a publicity program in cooperation with the Chamber of Commerce and the tourist industry to encourage visitors to park their cars once and spend their time in Calistoga on foot. | Not completed                     | --   |
| 3.2-6                         | Conduct a feasibility study with Caltrans to determine the ability to improve pedestrian circulation along Foothill Boulevard.  | Not completed                     | --   |
| 3.3-1                         | Implement the bicycle facility improvements included in the Active Transportation Plan.   | Ongoing                           | Completed environmental and design work for the Fair Way Extension Multi-Use Path<br>Continued coordinating with NVTa and the Napa Vine Trail Coalition to construct the segment between St. Helena and Calistoga                        |
| <b>Infrastructure Element</b> |   |                                   |  |
| 1.2-1                         | Implement the capital improvement recommendations contained in the Water Facilities Plan.   | Ongoing; about half are completed | Received grant funding for Feige Water Tank replacement  |
| 1.3-1                         | Develop and provide incentives for existing and future customers to reduce water consumption.   | Ongoing                           | Continued rebate program for water-efficient appliances and toilets, and "cash for grass" replacement of turf with low water-use landscaping<br>Provided low flow devices for faucets and showers, and conducted water efficiency audits |
| 1.3-2                         | Develop and institute a City-sponsored program of mandatory water conservation measures for new development. Develop a voluntary program for existing developments                          | Completed                         | Implemented water conservation Building Code measures and the State Water-Efficient Landscape Ordinance for new development  |

| General Plan Action            |  | Status   | Actions Taken in 2016   |
|--------------------------------|--|--|---|
|                                | based on compelling incentives to achieve specific targets for water conservation.   |  | Continued a Stage II Water Conservation Mandate for best management practices   |
| 2.1-3                          | Prepare a wastewater master plan to identify current deficiencies, quantify needs, enumerate necessary improvements and establish priorities.  | Not completed. Study will be performed once field data is collected. | Continued conducting GIS survey to locate all sewer utilities and flow line grades  |
| 2.2-3                          | Conduct a study to assess the costs and benefits of phasing out of clay and concrete pipe and replacing it to reduce the seasonal inflow/ infiltration problem.  | Ongoing  | Performed "smoke testing" to identify sources of infiltration   |
| 2.5-3                          | In the next Wastewater Master Plan, incorporate the evaluation of options to separate and/or eliminate boron from the primary wastewater stream to reduce the level of boron in reclaimed water, making it a viable source of water for local vineyards.   | Not completed  | Installed meters to measure geothermal discharges from spas and resorts   |
| 3.3-1                          | Conduct a health and safety study and develop regulations, if appropriate, that address the following issues: <ul style="list-style-type: none"> <li>• Boron concentrations in waterways.</li> <li>• Boron concentrations in reclaimed water and its effect on plant-life.</li> <li>• Geothermal waters and their chemical constituency.</li> <li>• Water reuse alternatives.</li> </ul> | Ongoing  | Sampled boron around the city to determine sources and concentrations   |
| 4.1-1                          | Complete master planning of the storm drainage system throughout the City in order to accurately evaluate the storm drainage flows and comprehend improvement requirements.  | Ongoing  | Completed plans for Fairgrounds storm drain repair and completed all state and federal permitting   |
| 4.1-2                          | Conduct a study to adjust storm drainage system requirements in light of development patterns.   | Ongoing  | Continued to update storm drain mapping   |
| 4.2-1                          | <ul style="list-style-type: none"> <li>• Replace stormwater pipes, notably on the Fairgrounds and near the Chateau Calistoga and Calistoga Springs mobile home parks.</li> <li>• Repair or replace the drainage ditch on the Fairgrounds, and storm drains on Grant St.</li> </ul>   | Ongoing  | Major improvements were constructed in Grant Street<br>Began preparing plans to extend the improvements under the Fair Grounds race track |
| 4.2-2                          | Undertake study to determine the optimal replacement of undersized pipes and the installation of new pipes between Foothill and the Napa River.  | Not completed  | --  |
| <b>Public Services Element</b> |  |  |   |
| 1.2-3                          | Monitor traffic conditions and development in Calistoga to determine if the location of the  | Ongoing  | Monitored conditions and determined that no changes in  |

| General Plan Action                        |  | Status        | Actions Taken in 2016   |
|--|--|---------------|---|
|  | fire station needs to be changed.  |               | traffic or development warrant<br>the station's relocation  |
| 1.3-2                                      | Maintain a regular program of fire inspection for commercial and industrial buildings and require building owners to address identified deficiencies.                | Ongoing       | Conducted annual inspections and required the correction of deficiencies  |
| 2.1-2                                      | Continue to increase efficiency in the City Police Department.   | Ongoing       | Produced monthly activity reports to document and track response times to calls for service.<br>Upgraded 9-1-1 emergency phone system in Dispatch Center.   |
| 2.3-1                                      | Disseminate information on crime prevention to the community.  | Ongoing       | Provided information on City's Website and through community meetings.<br>Utilized the Nixle alert system to notify community of crime and safety information.<br>Implemented CPD social media app to inform community. |
| 2.3-2                                      | Monitor Calistoga's crime rates and types of crime to determine the most appropriate methods to target and reduce crime in the City.                                 | Ongoing       | Developed and produced Monthly Police Activity Reports to inform and identify crime trends and allocate resources based on calls for service and criminal activity  |
| 3.2-1                                      | Encourage community-wide rummage sales and joint garage sales.   | Ongoing       | Sponsored a community-wide garage sale in April   |
| 5.1-1                                      | Maintain or expand City funding of library operations as the City budget allows.   | Ongoing       | Worked to ensure that the city received its appropriate share of library funding  |
| <b>Open Space and Conservation Element</b> |  |               |   |
| 1.1-1                                      | Prepare and maintain an updated list of rare, threatened and endangered species known or suspected to occur in the Planning Area, as well as special status species. | Ongoing       | Updated lists through environmental review documents  |
| 1.1-2                                      | Develop and adopt guidelines establishing wildlife corridors, biological habitat preservation techniques, and wetlands restoration methods.                          | Not completed | --  |
| 1.1-4                                      | Develop and adopt guidelines to enforce regulations concerning the protection of special status species.   | Ongoing       | Required special status species protection through development project review   |
| 1.3-3                                      | Continue to disseminate information on the benefits of using native and drought-tolerant   | Ongoing       | Disseminated information through handouts and a   |



| General Plan Action |   | Status        | Actions Taken in 2016   |
|---------------------|---|---------------|---|
|                     | plant species for both water conservation and native species preservation purposes.   |               | dedicated Water Conservation Program website  |
| 1.3-4               | Consider implementation of a tree planting program to ensure the development and maintenance of an expanding "urban forest" in Calistoga.   | Not completed | --  |
| 1.4-1               | Seek funding for open space acquisition from federal, state and regional agencies.  | Ongoing       | --  |
| 2.3-1               | Introduce a landscape maintenance program for publicly-managed lands and rights-of-way that seeks to minimize pollutant runoff, e.g. by reducing the use of chemical pesticides, fertilizers and similar products through the use of viable alternative techniques. | Ongoing       | Adopted storm water ordinance that requires post development run-off be processed through on-site treatment for pollutant control.                |
| 2.4-1               | Develop a comprehensive, long-term management plan for the Napa River in Calistoga.   | Not completed | Cooperated with the Napa County Resource Conservation District on habitat studies and erosion stabilization along the Napa River                  |
| 4.1-1               | Initiate a comprehensive plan for the development of parks, including the identification of sites for future parks and recreation facilities.   | Not completed | Worked with community groups to relocate the dog park and community gardens<br>Continued rehabilitation of the Monhoff Recreation Center          |
| 4.1-3               | Allocate a portion of increased tax revenues from new development to help fund recreational facilities.   | Ongoing       | --  |
| 4.1-4               | Conduct a facilities study of the City's public buildings and uses to assess current and future needs for additional facilities.  | Not completed | --  |
| 4.2-1               | Formalize the skate park as a permanent recreational facility.  | Not completed | --  |
| 4.2-2               | Continue to develop the Logvy Community Park as a recreational open space resource for the City.  | Ongoing       | Worked with Calistoga Rotary to develop a bocce court<br>Prepared plans for the sidewalk along Washington Street                                  |
| 4.3-1               | Institute a formal chamber for the City Council and a meeting area for other City decision-makers.  | Ongoing       | Engaged with Napa County to create a Joint Powers Authority at the Napa County Fairgrounds that could include a future site for public facilities |
| 4.4-1               | Explore ways to provide facilities at or near the Oat Hill Mine trailhead, particularly public parking and restrooms for trail users.   | Ongoing       | Worked with Napa County and Vine Trail to explore means of providing facilities   |

| General Plan Action   |   | Status        | Actions Taken in 2016   |
|-----------------------|---|---------------|---|
| 4.4-2                 | Develop public recreational opportunities along the Napa River and its tributary creeks.  | Ongoing       | Continued working to provide an access easement along the river near 1510 Lincoln   |
| 4.4-3                 | Seek state and federal funding for riverfront recreation facilities, such as trails, and downtown riverfront enhancement.   | Ongoing       | --  |
| 4.5-2                 | Explore with the Fair Board the creation of a Joint Powers Authority to develop policies aimed at reducing potential adverse effects from events held at the fairground, such as noise, parking shortages and trash.                              | Ongoing       | Held a joint Board of Supervisors/ City Council meeting to discuss future of Napa County Fairgrounds<br>Contributed to the Fairgrounds Opportunity Assessment prepared for the Fair Association<br>Appointed two councilmembers to a City-County two-by-two subcommittee to explore a joint powers authority or other governance structures for the Fairgrounds |
| 5.2-3                 | Conduct a study to develop policies which specifically address the visual impacts of telecommunications antennas and other facilities on Calistoga's viewsheds.   | Not completed | Evaluated potential impacts as part of applications for proposed projects   |
| 5.3-2                 | Review and comment on proposed development in areas outside the city limits in order to encourage visually compatible development on adjacent County lands.   | Ongoing       | Staff reviewed and provided comments on development proposals located within Calistoga's Planning Area  |
| <b>Noise Element</b>  |   |               |   |
| 1.1-1                 | Revise the Noise Ordinance so that it contains quantitative measures to maintain Calistoga's existing low level of noise, as well as measures to address localized, temporary noise sources such as leaf blowers, lawn mowers and garbage trucks. | Not completed | --  |
| 1.3-1                 | Work with the Napa County Fair Board to minimize noise by limiting or changing the sprint car races held at the Fairgrounds.  | Ongoing       | Contributed to the Fairgrounds Opportunity Assessment prepared for the Fair Association, which explored   |
| <b>Safety Element</b> |   |               |   |
| 1.1-2                 | Work with owners of seismically-unsafe buildings and structures, including unreinforced masonry buildings, to adequately reinforce them   | Ongoing       | One URM building was retrofitted during 2016. Building permits for retrofits have been issued for three other buildings. Time extensions for the submittal  |

| General Plan Action |   | Status        | Actions Taken in 2016   |
|---------------------|---|---------------|---|
|                     |   |               | of building permit applications were approved for the two remaining buildings due to extenuating circumstances.     |
| 2.1-2               | Encourage property owners in Calistoga to purchase National Flood Insurance to reduce the financial risk from flooding and mudflows   | Not completed | --  |
| 2.2-1               | Maintain an evacuation plan for all land within areas subject to inundation downstream from Kimball Dam that could fail as a result of an earthquake.   | Ongoing       | Maintained evacuation plan  |
| 2.2-2               | Encourage the state and federal governments to develop dam safety programs, including the preparation of contingency plans for urbanized areas in the proximity of dams.  | Ongoing       | No opportunities to interact with these authorities during 2016   |
| 3.1-1               | Enforce wildland fire control measures required by the Fire Code  | Ongoing       | Enforced measures through building permit review<br>Cal Fire crews removed brush in Urban Interface areas           |
| 3.2-1               | Prepare a community wildfire risk assessment that identifies likely severe-case wildfire characteristics; identifies sub-standard conditions, inadequate access and insufficient water flow; and actions that could be taken to avoid wildfires and minimize wildfire damage. | Ongoing       | Conducted property inspections of all properties in the Wildland Urban Interface areas                              |
| 3.3-1               | Educate residents about defensible space planning and construction, fire-safe landscaping, fire-wise construction, emergency supplies and evacuation, wildfire behavior and "fire hardening" their homes  | Ongoing       | Distributed informational handouts on defensible space to all property owners in the Wildland Urban Interface areas |
| 3.3-2               | Work to establish a Fire Safe Council and the preparation of a community action plan that prioritizes hazard mitigation actions and provides a sustained program of wildfire mitigation   | Ongoing       | --  |
| 3.3-3               | Support events that involve residents in vegetation clean-up  | Ongoing       | Publicized free chipping service to residents of Very High Fire Hazard area   |
| 3.3-4               | Seek fire safety grants to fund wildfire mitigation activities such as vegetation management  | Ongoing       | --  |
| 3.4-1               | Work with Cal Fire to develop a coordinated plan that effectively addresses wildfires in the city and its environs  | Ongoing       | Continued strategic planning  |

| General Plan Action       |  | Status        | Actions Taken in 2016  |
|---------------------------|--|---------------|--|
| 3.4-2                     | Participate in countywide local hazard mitigation planning efforts and the implementation of fire hazard mitigation actions  | Ongoing       | Participated in countywide hazard mitigation planning  |
| 3.5-1                     | Seek funding for and prepare a burn area recovery plan that provides for revegetation; control of noxious weeds; restoration of native species and wildlife habitats; minimizes flooding, sediment flows and landslides; protects water quality and reduces other risks  | Ongoing       | --   |
| 3.5-2                     | Plan for the disposal of debris and ash, building inspections, and building and grading permits post-wildfire  | Not completed | --   |
| 4.1-2                     | Work with property owners to remediate hazardous waste sites.  | Ongoing       | Met quarterly with Napa County Environmental Division Agency to coordinate efforts countywide  |
| 5.1-1                     | Conduct periodic mock exercises using emergency response systems to test the effectiveness of City procedures.   | Ongoing       | --   |
| 5.2-1                     | Support earthquake preparedness activities.  | Ongoing       | Participated in Community Emergency Response Team training   |
| 5.2-2                     | Prepare and distribute a city emergency services plan to the general public and affected agencies.   | Ongoing       | --   |
| 5.2-3                     | Encourage schools, mobile home park associations and other interested groups to teach first aid and disaster preparedness.   | Ongoing       | Provided CPR and First Aid Training for youth sport programs<br>Participated in Community Emergency Response Team training   |
| <b>Geothermal Element</b> |  |               |  |
| 1.1-1                     | Investigate the extent and rate of use of volcanic ash through a quantitative study. Include an analysis of sources of volcanic ash outside the City to determine the relative importance of the local supply. If found necessary through this study, adopt regulations to prevent the overly-rapid depletion of volcanic ash. | Ongoing       | Held discussions with several spa/resort owners to encourage them to reduce use of volcanic ash. Test results indicate the discussions have resulted in lower concentrations of volcanic ash constituents. |
| 1.2-1                     | Conduct a study to consider metering of groundwater dischargers to help determine annual use of the geothermal resources.  | Ongoing       | Completed installation of meter at Calistoga Spa<br>Assisted Golden Haven Spa in its pursuit of a heat exchanger/ reinjection well project to reduce its geothermal water discharge                        |

| General Plan Action                 |   | Status   | Actions Taken in 2016   |
|-------------------------------------|---|--|---|
| 1.2-2                               | Seek funding for studies which monitor the groundwater aquifer quantity and quality in Calistoga and vicinity.  | Ongoing  | Napa County completed a water availability assessment documenting that there is sufficient ground water for agricultural needs<br>Reviewed well logs in the Calistoga area and concluded that it is not practicable to construct a public supply well |
| 1.3-1                               | Coordinate with the California Energy Commission to further explore geothermal resources and the creation of a geothermal heating district.   | Not completed  | --  |
| <b>Economic Development Element</b> |   |  |   |
| 1.2-1                               | Develop an economic development strategy to recruit new businesses to Calistoga.  | Adopted Economic Vitality Group's Summary Report in 2006 and directed staff to pursue its implementation | Indian Springs Resort expansion completed. Silver Rose rough grading nearly completed. New restaurants and wineries opened, and expansions and renovations of existing businesses occurred.   |
| 1.2-4                               | Direct a significant amount of the City's financial support of the Chamber of Commerce to activities supporting community-based economic development objectives in order to promote a balance between visitor accommodation and local-serving businesses. | Ongoing  | Provided financial support to the Calistoga Chamber of Commerce & Visitors Center to, in part, promote overnight stays in the community, off-season events and the patronage of local businesses  |
| 1.2-5                               | Study the possibility of establishing a business incubator program to provide support services to start-up companies suitable for and in character with the community.  | Not completed  | --  |
| 2.1-1                               | Work with the visitor accommodation industry and the school district to collaborate on training in administration and management skills for workers in lower-paying positions.  | Not completed  | --  |
| 2.1-2                               | Work with organizations to promote literacy, English language fluency, job training, employment skill development, and job placement for residents with limited employment skills.  | Ongoing  | Provided support to the UpValley Family Center, which provides education services<br>Partnered with Calistoga High School to create internship program at City offices (Police)   |
| 2.1-3                               | Seek funding or other support for programs that connect unemployed Calistoga residents with appropriate jobs in southern Napa County.   | Not completed  | --  |

| General Plan Action    |   | Status    | Actions Taken in 2016  |
|------------------------|---|-----------|--|
| 2.1-5                  | Encourage the Napa County Transportation & Planning Agency to expand public transportation opportunities to better connect Calistoga residents with larger population and employment centers down-valley from the community, e.g. by scheduling service to meet the needs of shift workers.   | Completed | No action required   |
| <b>Housing Element</b> |   |           |  |
| 1.1-1                  | When reviewing proposed residential development projects and proposals to downzone residential properties or reclassify residentially-designated property to other uses, consider the potential impact on the ability of the City to provide adequate sites for residential development for all economic segments of the community and achieve its quantified housing objectives. | Ongoing   | No such projects or proposals were reviewed in 2016  |
| 1.1-3                  | When awarding Growth Management System allocations, give preference to the construction of residential units on vacant, under-developed or redeveloped land with necessary public infrastructure already in place.  | Ongoing   | No preferential treatment was required because sufficient allocations were available for all residential development |
| 1.1-4                  | When awarding Growth Management System allocations, give preference to residential units that are proposed as part of a mixed-use development project.  | Ongoing   | No preferential treatment was required because sufficient allocations were available for all residential development |
| 1.1-5                  | Ensure that any amendments to the Housing Element or other General Plan elements maintain internal consistency within the General Plan as a whole.  | Ongoing   | The General Plan was not amended during 2016   |
| 1.2-1                  | Encourage new residential development to be built with no less than 50% of the maximum number of dwelling units prescribed by the General Plan for specific properties, subject to conformance with the City's residential design guidelines and the General Plan's residential design policies.  | Ongoing   | Awarded the Calistoga Senior Apartments project a 58% density bonus  |
| 1.2-2                  | Consider amendments to the Zoning Code's regulations for second residential units to promote their development.   | Completed | Drafted amendments to implement new state law promoting accessory dwelling units                                     |
| 1.2-4                  | Allow alternative housing arrangements through the approval of rezonings to the Planned Development District.   | Ongoing   | No applications for rezoning to PD were received   |
| 1.3-1                  | Update the Capital Improvement Program to ensure that sewer, water, and street improve-   | Ongoing   | Included updated CIP in annual budget, including sewer, water,   |

| General Plan Action |  | Status        | Actions Taken in 2016  |
|---------------------|--|---------------|--|
|                     | ments facilitate residential development.  |               | and street improvements  |
| 1.3-2               | Provide periodic reports on the available water supply and wastewater treatment capacity, and awarded and available Growth Management System allocations.  | Ongoing       | Presented report to City Council on July 19, 2016  |
| 1.3-4               | Periodically review and update development-related impact fees to ensure that fees are commensurate with the cost to the City for providing required infrastructure.   | Ongoing       | Reduced impact fees for accessory dwelling units were considered by the City Council                                 |
| 1.3-5               | Consider using the Affordable Housing Fund to subsidize all or part of the water and wastewater connection fees for affordable housing projects.   | Ongoing       | No project opportunities for subsidies were available  |
| 2.1-2               | When awarding Growth Management System allocations, give preference to the construction of dedicated housing that is affordable to extremely low-, low- and moderate-income households.  | Ongoing       | No preferential treatment was required because sufficient allocations were available for all residential development |
| 2.1-3               | Maintain the Affordable Housing Fund as a source of funding for housing affordable to extremely low-, low- and moderate-income households.   | Ongoing       | --   |
| 2.1-4               | Allocate, as economic resources permit, a portion of any tax revenue resulting from new development, including transient occupancy tax (TOT), to support housing opportunities for extremely low-, low- and moderate-income households, including for use in land banking, development of affordable housing, or other uses that will lead to more affordable housing. | Ongoing       | --   |
| 2.2-1               | Use local funding to leverage funding available from federal, state, county and private funding sources for affordable housing and housing for special needs groups.   | Ongoing       | --   |
| 2.2-2               | Assist developers in seeking funding for affordable housing  | Ongoing       | --   |
| 3.1-1               | Where the loss of affordable housing occurs through demolition or conversion, these units shall be replaced on-site or elsewhere. The City Council may allow the payment of an in-lieu fee.  | Ongoing       | Required payment of an in-lieu fee for dwelling converted to another use (Craftsman Inn expansion)                   |
| 3.1-2               | Consider adopting a mobile home park conversion ordinance to require the assessment of impacts, public hearings and relocation assistance before a mobile home   | Not completed | --   |

| General Plan Action |  | Status  | Actions Taken in 2016  |
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|                     | park can be converted to another use.  |         |  |
| 3.1-3               | Continue to actively enforce the Zoning Code's prohibition of vacation rentals (i.e., the renting of homes for fewer than 30 days)   | Ongoing | Monitored vacation rental web sites and advised property owners of prohibition   |
| 3.2-2               | Continue to administer the Mobile Home Rent Stabilization Ordinance and defend it against legal challenges. Monitor the effectiveness of the Ordinance and revise if necessary to maximize its effectiveness.  | Ongoing | Administered Ordinance   |
| 4.1-1               | When awarding Growth Management System allocations, give preference to the construction of housing that will assist one or more special-needs groups.  | Ongoing | No preferential treatment was required because sufficient allocations were available for all residential development   |
| 4.1-3               | Collaborate with Napa County, the agricultural industry and non-profit organizations to assess the need, plan for, fund and develop farmworker housing to meet the needs of permanent and seasonal laborers.   | Ongoing | --   |
| 4.1-4               | Collaborate with Napa County and non-profit organizations to assess the needs of the homeless by participating in efforts to survey this population, and providing funding or other support to ensure the provision of shelters on a regional basis. | Ongoing | Provided funding to Community Action Napa Valley for operation of homeless shelters and Hope Center, and to Calistoga Family Center to help maintain housing referral services |
| 4.1-5               | Provide information about the 211 phone system, which provides assistance to persons in need of emergency shelter.   | Ongoing | Provided flyers at City Hall and on Housing Resources page on the City's web site  |
| 4.1-6               | Maintain an up-to-date Housing Resources page on the City's web site that provides information on the City's housing programs and links to the web sites of local housing organizations and housing agencies.  | Ongoing | Maintained Housing Resources page  |
| 4.1-7               | As part of the project review process, provide incentives to market-rate rental housing projects of 10 or more units that provide 3- and 4- bedroom units.   | Ongoing | No applications for such projects were received  |
| 4.1-9               | Encourage developers of affordable housing projects to designate a share of the units for the disabled, including developmentally-disabled persons.  | Ongoing | Approved 3 units in the Calistoga Senior Apartments project as fully-accessible; the remainder will be designed as adaptable to the disabled                                   |
| 4.2-2               | Allocate, as economic resources permit, a portion of any tax revenue resulting from new development, including transient occupancy tax (TOT), to support housing opportunities for special-needs population groups.                                  | Ongoing | --   |



| General Plan Action |   | Status  | Actions Taken in 2016  |
|---------------------|---|---|--|
| 4.3-1               | Use local funding to leverage funding available from federal, state, county and private funding sources for special needs groups.   | Ongoing   | No opportunities were available for leveraging such funding  |
| 4.3-2               | Maintain a Housing Resources page on the City's web site that provides information on resources for special-needs population groups and links to the web sites of local housing organizations and housing agencies. | Ongoing   | Maintained Housing Resources page  |
| 4.4-3               | Seek grants to retrofit existing housing to provide disabled accessibility.   | Ongoing   | Applied for and received CDBG residential rehabilitation grant, which may be used for such retrofits   |
| 4.4-4               | Inform the public about the City's reasonable accommodations provisions that allow modifications to the City's development standards for persons with disabilities seeking equal access to housing.                 | Ongoing   | Advised public of reasonable accommodations provisions when appropriate  |
| 5.1-2               | Provide funding and cooperate with volunteer groups such as Rebuilding Calistoga to help lower-income households maintain and upgrade their property.   | Ongoing   | Contributed \$15,000 to Rebuilding Calistoga<br>Applied for and received CDBG residential rehabilitation grant for lower-income households   |
| 5.1-4               | Develop and adopt a procedure as part of the City's Code Enforcement Program for the City to intervene when a property is becoming seriously deteriorated, especially if it is of historic significance.            | Not completed   | --   |
| 5.1-5               | Maintain an annual inspection program to enforce health and safety codes and abate unsafe living conditions in the City's multi-family housing complexes and mobile home parks.                                     | Ongoing   | Inspected the Rancho de Calistoga Mobile Home Park and pursued correction of identified violations   |
| 5.2-1               | Maintain streets, sidewalks and other municipal systems in older residential neighborhoods in good repair.  | Ongoing   | Completed construction of Grant Street underground drainage improvements<br>Completed plans for Fairgrounds storm drain repair and all state and federal permitting<br>Completed three-quarters of sidewalk grinding for trip hazards<br>Continued ADA ramp replacement projects |
| 6.1-4               | Amend the Zoning Code to allow reduced parking for senior housing.  | Not completed. Such parking reductions are allowed by CMC | --   |

| General Plan Action |   | Status         | Actions Taken in 2016   |
|---------------------|---|----------------|---|
|                     |   | Chapter 17.08. |   |
| 6.1-5               | Amend the Growth Management System to allow for longer time extensions under appropriate circumstances and when certain performance standards have been met.  | Not completed  | --  |
| 6.1-6               | Amend the Growth Management System to allow the rollover of unused allocations between five-year housing cycles.  | Completed      | Adopted Resolution 2016-78, which authorizes allocations to be drawn from unused allocations in previous five-year cycles |
| 7.1-1               | Provide bilingual information about fair housing at public locations, including displaying printed materials at City Hall, providing printed materials to the UpValley Family Center, and including links to fair housing resources on the Housing Resources page of the City's web site. | Ongoing        | Provided bilingual information about fair housing at prescribed locations   |
| 7.1-2               | Provide financial support to, and work with local organizations, such as Fair Housing Napa Valley and the UpValley Family Center, to provide multi-lingual landlord-tenant education, conciliation and the intake of discrimination complaints, investigation and enforcement.            | Ongoing        | Provided funding to Fair Housing Napa Valley and UpValley Family Center   |
| 7.1-3               | Include a Fair Housing Marketing Plan as part of housing opportunities created through the City's affordable housing programs.  | Ongoing        | Implemented fair housing practices as part of the HOME residential rehabilitation program                                 |
| 7.1-4               | Continue to implement fair housing practices in affordable housing programs, such as the HOME residential rehabilitation program.   | Ongoing        | Implemented fair housing practices as part of the HOME residential rehabilitation program                                 |
| 8.1-1               | Publicize the availability of weatherization and energy-efficiency programs.  | Ongoing        | Publicized CalFirst and HERO programs   |
| 8.1-2               | Ensure efficient water use for irrigation by adopting the State's standards for water-efficient landscape design.   | Ongoing        | Enforced State standards  |
| 8.1-3               | Fund energy conservation improvements through local rehabilitation programs to assist lower-income house-holds in lowering energy expenses.   | Ongoing        | Included energy conservation improvements as part of the HOME residential rehabilitation program                          |

### Quantified Housing Objectives

The City took the following actions during 2016 towards meeting its regional share of new housing for the 2015-2022 planning period.

- Issued building permits for 4 above-moderate income units and finalized building permits for 2 above-moderate income units.
- Approved a 30-unit apartment project targeted to very low- and low-income seniors, to be constructed on a site purchased by the City and leased to the non-profit developer for \$1/year. A 58 percent density bonus and three concessions in the form of deviations from the Municipal Code’s development standards were approved to facilitate the project.
- Approved a 25 percent density bonus and two concessions in the form of deviations from the Municipal Code’s development standards to facilitate the development of two duplexes, two of which will be restricted to low-income households.

The following table shows the unmet need for housing during the planning period. (Table does not include senior apartment or duplex projects, which are planned for construction in 2017).

**Progress Made Towards Fulfilling  
Calistoga’s Share of Regional Housing Needs, 2015 - 2022**

| Income group                                      | Need      | Provided to date | Remaining need |
|---|-----------|------------------|----------------|
| Extremely low ( $\leq 30\%$ of AMI <sup>1</sup> ) | 3         | 6                | 0              |
| Very low (31-50% of AMI)                          | 3         | 28               | 0              |
| Low (51- 80% of AMI)                              | 2         | 13               | 0              |
| Moderate (81 - 120 % of AMI)                      | 4         | 1                | 3              |
| Above Moderate (>120 % of AMI)                    | 15        | 4                | 11             |
| <b>Total units</b>                                | <b>27</b> | <b>2</b>         | <b>--</b>      |

<sup>1</sup> Area median income established by HUD on an annual basis