

Programs should include *more specific and measurable ACTIONS*. (HCD Comment Letter Reference: AC)
 Programs must have *clear outcomes or DELIVERABLES*. (HCD Comment Letter Reference: AD)
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HE ACTIONS REVIEW MATRIX

HAC / PC Composite – 11.02.2022

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GOAL 1 – HOUSING SITES. Maximize opportunities for the development of housing to accommodate anticipated growth and facilitate mobility within the ownership and rental housing markets.							
Objective 1.1 – Ensure that an adequate amount of land is available for residential development for all economic segments of the community and to meet the city's regional share of housing needs.							
A1.1-1	When reviewing proposed residential development projects and proposals to <u>downzone residential</u> 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	Planning and Building Department, Planning Commission, City Council	X			<p>Prohibit downzone or reclassification to non-residential uses of residentially-designated property.</p> <p>STAFF – no net law in effect (except in very high fire hazard zones).</p> <p>MV – agree.</p> <p>-OR-</p> <p>When reviewing proposed residential development projects and proposals to downzone residential properties or reclassify residentially-designated property to other uses, require Applicant submit impact analysis to quantify the potential impact on the ability of the City to provide adequate sites for residential development for all economic segments of the</p>

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							community and achieve its quantified housing objectives. RK – If analysis finds significant detrimental impact, Applicant shall provide solution. TW – Planned Developments may include non-residential uses within residential proposal so long as the underling number of residential units remain the same.
A1.1-2	Ensure that any amendments to the Housing Element or other General Plan elements maintain internal consistency within the General Plan as a whole.	Ongoing	Planning and Building Department, Planning Commission, City Council				
A1.1-3	Evaluate General Plan objectives, policies, and actions for consistency with State law and amend as needed to ensure consistency with objective design standards and Housing Element objectives to encourage housing. Review of General Plan should include, but are not limited to: Objective LU 1.4, LU P1.4-1, LU A1.4-1, Objective LU 3.2, LU P3.2-1, LU A3.2-1, LU P4.1-4, Objective CI 1.1, CI P1.1-1, OSC P5.2-1, OSC P5.2-4.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				TW – can we tighten up “measurable design standards”. STAFF – state defined term: “objective design standards”.

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A1.1-4	Modify municipal code to allow for multifamily housing on vacant or underutilized portions of lots larger than one acre if allowed under zoning and land use controls. New housing would require sufficient distance from existing uses to mitigate noise, health, and safety risks. An entrance to the lot separate from the entrance for the existing use may be ideal.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				<p>TW – Isn't this already allowed under the Municipal Code? STAFF – Yes, delete. SC – reducing the constraints on multifamily housing projects are a necessary evil if we are to address the issue, even though I'd rather not see one pop up next door. This would cause consternation for property owners, but they/we'll just have to deal with it to address the housing problems. IE the Washington street 4 plex now 3 plex.</p>
Objective 1.2 – Make effective use of residential development sites.							
A1.2-1	<p>Encourage new residential development to be built to 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.</p> <p><i>(2015-2023 HE - Policy P1.2-1 Make the best use of available housing sites when they are developed. Action A1.2-1 Encourage new residential development to be built with no less than 50 percent of the maximum number of dwelling units prescribed by the</i></p>	Ongoing	Planning and Building Department, Planning Commission, City Council	X	X	X	<p>Within one year of Housing Element certification, amend Zoning Code to specify minimum residential density within the range prescribed by the General Plan for multi-family and commercial properties, subject to conformance with the City's residential design guidelines and all applicable General Plan residential design policies.</p> <p>MV – agree. -OR-</p>

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	<p><i>General Plan for specific properties, subject to conformance with the City's residential design guidelines and the General Plan's residential design policies.</i></p> <p><i>REF: A2.1-5 (CMC 17.08.020 Affordable Housing) Ownership projects with 20 or more dwelling units and rental projects of five or more units shall provide inclusionary housing units as follows:</i></p> <p><i>a. At least 20 percent of the project's total dwelling units shall be sold or rented at prices or rents affordable to moderate-income households and shall be restricted to their purchase or rental and occupancy by such households ("inclusionary units").</i></p> <p><i>b. Alternatively, at least 10 percent of the project's total dwelling units shall be sold or rented at prices or rents affordable to low-income households and shall be restricted to their purchase or rental and occupancy by such households ("inclusionary units").</i></p>						<p>During pre-application conferences and application completeness review, encourage new residential development to be built to 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.</p> <p>RK – Require applicants with new developments to provide affordable housing units within or outside the proposed development when prescribed maximum number of dwelling units prescribed in the general plan are not met. (Propose 20% of total units).</p> <p>TW – Prefer the proscribed version subject to environmental limitations.</p> <p>STAFF - Response</p>
A1.2-2	<p>Consider amendments to the Zoning Code's regulations for accessory dwelling units to encourage their development, such as incentives to build and</p>	Within one year of Housing Element certification	Planning and Building Department, Planning	X			<p>Within one year of Housing Element certification, amend Zoning Code's regulations for accessory dwelling units to encourage their development,</p>

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	rent out accessory dwelling units to lower income community members and local workers.		Commission, City Council				such as incentives to build and rent out accessory dwelling units to lower income community members and local workers. <i>MV - agree.</i> <i>RK - agree.</i> <i>SC - agree.</i>
A1.2-3	Continue to partner with the Housing Authority of the City of Napa (HACN), Napa/Sonoma Collaborative, and other non-profits to educate homeowners on accessory dwelling units and encourage increased construction.	Ongoing	Planning and Building Department		X	X	Within one year of Housing Element certification, amend the ADU ordinance to include provisions less restrictive than state law requirements, such as: <ul style="list-style-type: none"> • Allowing two-story ADUs • ADUs on corner lots • Front yard setbacks that match the main house • Reduced side or rear yard setbacks • No parking replacement required ▪ Defining "attached" for purposes of a Junior ADU created out of an attached garage as "connected by a common wall, or by a common roof, covered walkway, carport or garage, not more than twenty feet (20') wide."

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							<i>MV</i> – less restrictive front-yard setbacks, “attached” definition. <i>RK</i> – Need to discuss to better understand ramifications of proposed action language. <i>TW</i> – Need stipulated incentives and measurable result minimums. <i>SC</i> – need to incentivize though design diversity.
A1.2-4	<p>Consider amendments to the Zoning Code to permit housing cooperatives, adaptive reuse of motels, and single residence occupancies (SROs) in residential and mixed-use zones.</p>	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council	X			<p>Within one year of Housing Element certification, amend the Zoning Code to permit adaptive reuse of inns and motels and housing cooperatives in residential and commercial zones.</p> <i>MV</i> – possible? <i>RK</i> – agree. <i>TW</i> – Must include design standards perhaps by additions to the Design Guidelines as well as the zoning requirements. <i>SC</i> – I don’t see any way to reuse motels given the demand and budgetary need for TOT income.
A1.2-5	Conduct two public workshops with homeowners on the viability of long-term rentals as a housing solution to accommodate workforce housing. Invite restaurants, hotels, and other	Within one year of Housing Element certification	Planning and Building Department, Chamber of Commerce				

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	hospitality-related companies to participate in these public workshops.						
A1.2-6	Partner with the Chamber of Commerce to encourage restaurants, hotels, and other hospitality-related companies to work with second home/vacation home homeowners to provide long-term lease agreements for temporary workforce housing. Consider programs to connect interested homeowners with employers or workers in search of affordable housing opportunities.	Ongoing	Planning and Building Department, Chamber of Commerce	X	X	X	Within one year of Housing Element certification, expand contract with the Chamber of Commerce to include annual outreach events (open house, workshop, presentation, etc.) involving hospitality-related companies and second home/vacation home homeowners to help facilitate the provision of long-term lease agreements for temporary workforce housing. MV – # homes? RK – agree. TW – Will the Chamber be responsible for management of tenants?
A1.2-7	Adopt objective design standards for residential development, which will be applied to projects eligible for ministerial review.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				RK – agree. TW – This needs more clarification and specificity. i.e. Does this apply to a single residential lot, or minimum size parcel, or minimum unit count, etc. STAFF – Objective Design Standards required by state law.

Objective 1.3 – Provide public services and facilities needed for the development of housing.

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A1.3-1	Continuously update the Capital Improvement Program to ensure that sewer, water, and street improvements facilitate residential development.	Annually	Public Works Department				<i>MV</i> – Current capacity/availability of infrastructure? <i>RK</i> – agree. <i>TW</i> – Propose possible design standards modifications to better conform to Calistoga and to anticipate future climate change mandates.
A1.3-2	Provide periodic reports to the City Council on the available water supply and wastewater treatment capacity as part of the annual General Plan Progress Reports.	Annually	Planning and Building Department				<i>SC</i> – Super important to monitor the water supply and base future building permit approval on forecasted availability. We don't want to compromise our existing demand if the situation continues to worsen.
A1.3-3	Update reasonable, nexus-based impact/connection fees on development projects to support adequate sewer, water and transportation services, and parks and cultural facilities.	Ongoing	Planning and Building Department			X	Within one year of Housing Element certification , update reasonable, nexus-based impact/connection fees on development projects to support adequate sewer, water and transportation services, and parks and cultural facilities. <i>MV</i> – agree. <i>RK</i> – agree. <i>TW</i> – agree.
A1.3-4	Periodically review and update development-related impact/connection fees to ensure that fees are commensurate with the cost to the City for providing	Ongoing	Planning and Building Department, Chamber of Commerce	X		X	Conduct annual reviews of development-related impact/connection fees and update accordingly to ensure that fees are commensurate

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	required infrastructure. Consider reduction in fees for 100 percent affordable housing projects and the affordable portion of other projects.						with the cost to the City for providing required infrastructure, particularly for 100 percent affordable housing projects and the affordable portion of other projects. <i>MV - agree.</i> <i>RK - agree.</i> <i>TW - agree.</i>
A1.3-5	Consider using the Affordable Housing Fund to subsidize all or part of the water and wastewater connection fees for affordable housing projects and affordable units.	Ongoing	City Council	X		X	Within one year of HE certification, establish a program to subsidize all or part of development impact and connection fees for affordable housing projects with funding assistance from sources such as TOT, in-lieu fees, development agreements, inclusionary housing and/or grant funding to support provision of short-term, pre-development, acquisition, and/or construction funding. <i>MV - agree.</i> <i>RK - Agree with proposed action language except for development agreements. The developer should not be subsidized.</i> <i>TW - agree. Fleshed out.</i> <i>SC - Subsidizing water connection fees is a good idea for developments as that would</i>

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							<i>reduce the costs and help encourage the idea</i>
A1.3-6	Ensure that active transportation grant funding for safe street initiatives is aligned with housing strategies.	Ongoing	Planning and Building Department, Public Works Department				RK – agree. TW – Needs to be better defined. Too squishy. STAFF – staff programming
A1.3-7	Incorporate housing policies and Calistoga-specific policies from the Blue Zones Project Upper Napa Valley Blueprint, including but not limited to adopting a smoke-free ordinance for multifamily housing properties that covers all exclusive-use areas, interior unit spaces, as well as common areas not already covered by state law. Identify other housing policies from the Blueprint appropriate for incorporation into City policy as appropriate.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				MV – ordinance that covers smoke-free new multi-family construction? RK – agree. TW – There needs to be accommodation for smokers stipulated within any ordinance. What agency will be responsible for enforcement? SC – Yes to anything Blue Zone, and especially to adopting a smoke free ordinance.
GOAL 2 – HOUSING DEVELOPMENT. Promote housing that meets the needs of extremely low-, low- and moderate-income households, particularly those who work in Calistoga.							
Objective 2.1 – Encourage the development of affordable housing.							
A2.1-1	Ensure compliance with State-mandated density bonuses and other incentives for projects that	Ongoing	Planning and Building Department				RK – agree. TW – Do we have a choice? STAFF – Keep

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	reserve units for extremely low-, very low-, low-, and moderate-income households.						
A2.1-2	Maintain the City's Affordable Housing Fund as a source of funding for affordable housing to extremely low-, very low-, low-and moderate-income households.	Ongoing	City Council			X	Conduct annual assessments to monitor the City's Affordable Housing Fund and convey to public (via City website, notices at the public counter, etc.) as a source of funding for affordable housing to extremely low-, very low-, low-and moderate-income households. <i>MV – agree.</i> <i>RK – agree.</i> <i>TW – Look for avenues to expand outreach: Family Center, CUSD, etc.</i> <i>SC – I think we need to build up the Affordable Housing Fund any way possible, depending on budgetary constraints. I'd be in favor of increasing this fund any way possible moving forward.</i>
A2.1-3	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-, very low-, low-and	Ongoing. Within two years of Housing Element certification, pursue the	City Council			X	Within two years of Housing Element certification, pursue the purchase of property for the construction of affordable and/or special-needs housing utilizing revenue from sources such as TOT, in-lieu fees,

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	moderate-income households, including for use in land banking, development of affordable housing, or other uses that will lead to more affordable housing.	purchase of property for the construction of affordable and/or special-needs housing.					<p>development agreements, inclusionary housing and/or grant funding.</p> <p>MV – agree.</p> <p>RK – The purchase should be a “partnership” between private and public sectors. Maybe the city purchases the land, and the developer performs the construction.</p> <p>TW – Will “new funds” amount to a regressive tax from other needs?</p> <p>SC – Yes, it would be good to devote a portion of any increase in TOT from new developments to the affordable housing fund.</p>
A2.1-4	Use loan repayments from the 1980s CDBG residential rehabilitation program to fund programs and projects that benefit extremely low-, very low-, low-and moderate-income households.	Ongoing. Funds from this account are used annually to support contract services with the City of Napa Housing Authority (grant applications and program administration), Napa Valley Community	City Council				

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		Action (homeless services), Napa Valley Fair Housing and Rebuilding Calistoga.					
A2.1-5	<p>Change the zoning on housing opportunity sites to allow ministerial review of housing development projects when a minimum of 20 percent of the units in the development are affordable to extremely low-, very low-, low-, or moderate-income households.*</p> <p><i>REF: A1.2-1 (CMC 17.08.020 Affordable Housing) Ownership projects with 20 or more dwelling units and rental projects of five or more units shall provide inclusionary housing units as follows:</i></p> <p><i>b. At least 20 percent of the project's total dwelling units shall be sold or rented at prices or rents affordable to moderate-income households and shall be restricted to their purchase or rental and occupancy by such households ("inclusionary units").</i></p>	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				<p>RK – 20 percent of all housing projects should be affordable housing (on site or different site).</p> <p>TW – Suggest a PC sub-committee (2-members) added to internal review.</p> <p>STAFF – * Required by SB 35: ministerial review. Per statute: "Ministerial processing" or "ministerial approval" means a process for development approval involving little or no personal judgment by the public official as to the wisdom or manner of carrying out the project. The public official merely ensures that the proposed development meets all the "objective zoning standards," "objective subdivision standards," and "objective design review"</p>

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	<i>b. Alternatively, at least 10 percent of the project's total dwelling units shall be sold or rented at prices or rents affordable to low-income households and shall be restricted to their purchase or rental and occupancy by such households ("inclusionary units").</i>						<i>standards" in effect at the time that the application is submitted to the local government, but uses no special discretion or judgment in reaching a decision.</i>
A2.1-6	Consider adopting CASA (Committee to House the Bay Area) Compact Element #7, which would provide an expedited approval process and financial incentives for the provision of on-site housing units affordable to the missing-middle income ranges, which includes households that earn 80 to 120 percent AMI.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council	X			Within one year of Housing Element certification , adopt CASA (Committee to House the Bay Area) Compact Element #7, which would provide an expedited approval process and financial incentives for the provision of on-site housing units affordable to the missing-middle income ranges, which includes households that earn 80 to 120 percent AMI . MV - agree. RK - agree. TW - Define "on-site". STAFF - same parcel, or contiguous parcel under common ownership subject to applicable GP, CMC policies and/or regulations. SC - Let's take a look at the reality of a 100% AMI income's ability to afford a home in Calistoga. The 100% AMI income limit in Calistoga is \$119,400 which allows

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							<i>for maximum monthly mortgage payments of \$4,974. Assuming the family has no car payments and zero credit card balances, and they have a 20% down payment, this would allow for a purchase price of approximately \$800,000. Providing down payment assistance would help mitigate the down payment, but the reality is the monthly PITI cost would be just over \$5,000. A big chunk of change for anyone.</i>
Objective 2.2 – Pursue state and federal funding assistance appropriate to Calistoga’s needs for affordable housing.							
A2.2-1	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. Meet with the Housing Authority of the City of Napa at least annually to review upcoming funding application notices, identify feasible programs and determine how the Affordable Housing Fund	Planning and Building Department.		X	X	Meet with the Housing Authority of the City of Napa (HACN) at least annually to review upcoming Notices of Funding Availability (NOFA) for the purpose of identifying opportunities to match local funds with federal, state, county, and private funding sources for affordable housing and housing for special needs groups. MV – agree. RK – agree. TW – Is HACN the only avenue for funding sources?

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		and Community Development Fund can be leveraged to maximize the likelihood of success in obtaining funding awards. Assist the HACN in applying for suitable funding.					STAFF - Yes.
A2.2-2	Assist developers in seeking funding for affordable housing from at least three sources: (1) local banks seeking to meet their obligations under the Community Reinvestment Act, (2) investors seeking Low-Income Housing Tax Credits, and (3) federal and state funds, including those available under the HOME program.	Ongoing	Planning and Building Department.		X	X	Conduct annual outreach events (workshops or webinars, City website notices, public counter material, postings, regional coordination with HACN and others, etc.) targeting developers in seeking funding for affordable housing from at least three sources: (1) local banks seeking to meet their obligations under the Community Reinvestment Act, (2) investors seeking Low-Income Housing Tax Credits, and (3) federal and state funds,

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							including those available under the HOME program. MV - agree. RK - agree. TW - agree. SC - I would think that any developer would be aware of all the funding sources, but it couldn't hurt.
A2.2-3	Explore potential for a partnership between the Planning and Building Department and the Chamber of Commerce to host annual workshops on rental assistance resources and services.	Within one year of Housing Element certification	Planning and Building Department, Chamber of Commerce	X			Within one year of Housing Element certification, expand contract with the Chamber of Commerce to include formalize a partnership (in conjunction with Policy A1.2-6) with the Planning and Building Department to host an annual workshop on rental assistance resources and services. MV - agree. RK - agree. TW - Do we need the whole PC or just a sub-committee? Would this be an advertised public meeting?
Objective 2.3 - Address the impacts of nonresidential development and market-rate residential development on the demand for, and the development of, affordable housing.							
A2.3-1	Charge affordable housing linkage fees on nonresidential development that are deposited in the Affordable Housing Fund to be used, in part, to increase the	Ongoing; provided by CMC Section 17.08.020(B)	Planning and Building Department.			X	Within one year of Housing Element certification, conduct a code audit of CMC Chapter 17.08 Affordable Housing to ensure that funds generated by

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	supply of affordable housing. Periodically review and revise the fees as necessary.						the policies (including nonresidential linkage fees) are sufficient to increase the supply of affordable housing. Annually periodically review and revise the fees as necessary. MV - agree. RK - agree. TW - agree. STAFF - check amount.
GOAL 3 - EXISITING HOUSING. Maintain the City's housing stock and protect the affordability of affordable units.							
Objective 3.1 - Minimize the loss of existing housing units.							
A3.1-1	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 to the Affordable Housing Fund for lost units in addition to any affordable housing linkage fee in cases where the proposed uses clearly provide other benefits to the City.	Ongoing	Planning and Building Department, City Council				RK - No in-lieu fees. Must replace lost units with new units of affordable housing. TW - "other benefits to the City" needs definitions and standards, otherwise it's just another loophole. SC - agree.
A3.1-2	Continue to actively enforce the Zoning Code's prohibition of vacation rentals (i.e., the renting of homes for fewer than 30 days).	Ongoing	Planning and Building Department,				RK - If violations continue, the "rental" property owner needs to convert to long term rental, occupy themselves, or sell.

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			Police Department				<i>TW – Absolutely. SC – Definitely.</i>
Objective 3.2 – Minimize the conversion of affordable units to market-rate units.							
A3.2-1	Monitor deed-restricted affordable housing projects to ensure compliance with affordability requirements and restrictions.	Ongoing. Monitoring reports verifying rents and household incomes completed by Housing Authority of the City of Napa annually.	Planning and Building Department, Housing Authority of the City of Napa				
A3.2-2	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	Planning and Building Department, City Council				<i>SC – Yes, we must keep the mobile home rent stabilization ordinance in place no matter what. MV – State Law? STAFF – AB 978</i>
GOAL 4 – SPECIAL NEEDS. Address the housing needs of special-needs population groups, including seniors, farmworkers, people with disabilities including developmental disabilities, large families, and female-headed households.							
Objective 4.1 – Promote housing for special-needs population groups.							
A4.1-1	Approve residential density bonuses and incentives consistent with the provisions of State law	Ongoing	Planning and Building Department,				END

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	for senior housing projects and any other special needs focused housing proposed.		Planning Commission				
A4.1-2	Collaborate with Napa County, the agricultural industry, and non-profit organizations to assess the needs, plans, and funding for developing farmworker housing to meet the needs of permanent and seasonal laborers.	Ongoing. Continue to provide annual funding to the Napa County Housing Authority to support the three farmworker housing centers, including the Calistoga Center.	Planning and Building Department.		X	X	Meet with the Housing Authority of the City of Napa (HACN) and the Napa County Housing Authority at least annually to continue to provide annual funding to the Napa County Housing Authority to support the three farmworker housing centers, including the Calistoga Center. MV – agree. RK – agree. TW – Search for additional funding sources beyond County. USDG? SC – Collaborate with the County, but I'm unaware of any locations with the City limits that might accommodate farmworker housing?
A4.1-3	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	Ongoing. The City provides annual funding to Community Action Napa Valley to support	Planning and Building Department, City Council CHECK RE STATUS OF CANV		X	X	Meet annually with Napa County Housing & Homeless Services and non-profit organizations annually to ensure that the City's annual funding to Community Action Agencies (such as Community

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	support to ensure the provision of shelters on a regional basis.	homeless services.					Action Napa Valley) continues to be sufficient to support homeless and related services. <i>MV - agree.</i> <i>RK - Need confirmation that CANV is the best recipient for support of homeless services.</i> <i>STAFF - response.</i> <i>TW - Search for additional funding sources beyond County. USDG?</i> <i>SC - Thankfully homelessness is not a problem in Calistoga, but any collaboration is a good thing.</i>
A4.1-4	Provide information about the 211-phone system, which provides assistance to persons in need of emergency shelter.	Ongoing. The City provides this information at city offices and on its website.	Planning and Building Department, Police Department				<i>RK - agree.</i> <i>TW - Provide information how & to whom?</i>
A4.1-5	Maintain an up-to-date Housing Resources page on the City's website that provides information on the City's housing programs and links to the websites of local housing organizations and housing agencies that provide additional housing programs.	Ongoing	Planning and Building Department.			X	Conduct annual quarterly assessment of City's Housing Resources webpage to update and refresh local housing programs and links to local housing organizations and housing agencies that provide affordable housing programs and resources with information on tenant and landlord rights and responsibilities.

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							<i>MV - agree. RK - agree. TW - Needs to be updated more than once a year. Say quarterly.</i>
A4.1-6	As part of the project review process, provide incentives to market-rate rental housing projects of 10 or more units that provide affordable three-and four-bedroom units, which may include waivers from or modifications to development standards as determined to be appropriate through the development review process.	Ongoing	Planning and Building Department, Planning Commission				
A4.1-7	Encourage developers of affordable housing projects to designate a share of the units for the disabled, including developmentally disabled persons.	Ongoing	Planning and Building Department, Planning Commission, City Council		X		<i>Within one year of Housing Element certification, amend zoning ordinance to establish regulatory concessions or waivers for projects including units deed restricted for developmentally disabled persons. MV - agree. -OR- Ensure that developers of affordable housing projects comply with state and federal laws related to provision of units for the disabled, including developmentally disabled</i>

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							persons. (RK) (TW – ensure compliance with State & Federal regulations.)
A4.1-8	Amend Zoning Code Chapter 17.04, Definitions, to update the definition for “Low Barrier Navigation Center” consistent with state law. Amend the Downtown Commercial Zoning District to allow low barrier navigation centers as a permitted use by right.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council				
Objective 4.2 – Financially support housing for special-needs population groups.							
A4.2-1	Maintain the City’s Affordable Housing Fund as a source of funding for housing for special-needs population groups.	Ongoing	City Council		X		Within one year of Housing Element certification, amend CMC Chapter 17.08 Affordable Housing to earmark a source of funding for housing for special-needs population groups by, for example, allocating a percent of the City’s Affordable Housing Fund or increasing the percent of TOT. MV – agree. RK – agree. TW – Define use of funds. new build only, conversion of existing stock, etc?

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							<i>SC – I'd say increase the AH fund any way possible, within our budgetary constraints.</i>
A4.2-2	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	City Council			X	Eliminate Action – combined with A4.2-1 <i>MV – agree.</i> <i>RK – agree.</i> <i>TW – agree.</i>
A4.2-3	Use loan repayments from the CDBG account to fund programs and projects that benefit special-needs population groups.	Ongoing. Funds from this account are used annually to support contract services with the City of Napa Housing Authority (grant applications and program administration), Napa Valley Community Action (homeless services), and Rebuilding Calistoga.	City Council				<i>RK – agree.</i> <i>TW – are these funds held by City or County?</i>

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Objective 4.3 – Pursue state and federal funding assistance appropriate to Calistoga’s needs for special-needs housing.							
A4.3-1	Use local funding to leverage funding available from federal, state, county, and private funding sources for special needs groups.	Ongoing	Planning and Building Department.			X	Continually, pursue funding available from federal, state, county, and private funding sources for special needs groups. <i>MV – agree.</i> <i>RK – change “continually” to “annually”. Check with RK.</i> <i>TW – agree.</i>
A4.3-2	Maintain a Housing Resources page on the City’s website that provides information on resources for special-needs population groups and links to the websites of local housing organizations and housing agencies.	Ongoing	Planning and Building Department.			X	Conduct quarterly updates of the Housing Resources page on the City’s website that provides information on resources for special-needs population groups and links to the websites of local housing organizations and housing agencies. <i>MV – agree.</i> <i>RK – agree.</i> <i>TW – agree.</i>
Objective 4.4 – Provide access to housing for people with disabilities including developmental disabilities.							
A4.4-1	Enforce State requirements for accessibility and adaptability in remodeled and new housing projects.	Ongoing	Planning and Building Department.	X		X	Conduct annual assessments of City’s enforcement of State requirements for accessibility and adaptability in remodeled and new housing projects. <i>MV – agree.</i> <i>RK – agree.</i>

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							<i>TW - agree.</i>
A4.4-2	Enforce the City's Universal Design Policy that requires accessible design features to be incorporated into newly-constructed and substantially-rehabilitated single-family and duplex residences to the maximum feasible extent, and update as necessary.	Ongoing	Planning and Building Department.			X	Within one year of Housing Element certification, update the City's Universal Design Policy that requires accessible design features to be incorporated into newly-constructed and substantially-rehabilitated single-family and duplex residences to the maximum feasible extent, and update as necessary. <i>MV - agree.</i> <i>RK - Eliminate the word annually - should read as necessary.</i> <i>TW - ?.</i> <i>STAFF - Adopted 2007, CMC Chapter 15.08.</i>
A4.4-3	Seek grants to retrofit existing housing to provide disabled accessibility.	Ongoing	Planning and Building Department.	X	X	X	Continually, pursue grant funding to retrofit existing housing to provide disabled accessibility. <i>MV - agree.</i> <i>RK - Change annually to continually.</i> <i>TW - agree.</i>

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A4.4-4	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	Planning and Building Department.		X	X	Within one year of Housing Element certification, inform the public via the City website 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. MV – agree. TW – agree.
Objective 4.5 – Support farmworker and other workforce housing models.							
A4.5-1	Conduct two public workshops with worker organizations and cooperative housing specialists on the viability of cooperative housing as a housing solution to accommodate workforce housing.	Within one year of Housing Element certification	Planning and Building Department, Chamber of Commerce				
A4.5-2	Invite major employers and worker organizations, as well as local organizations such as Fair Housing Napa Valley and the UpValley Family Center, to a public forum in order to identify clear needs and available resources for workforce housing opportunities.	Within one year of Housing Element certification	Planning and Building Department, Chamber of Commerce				
A4.5-3	Collaborate with County and local organizations such as Fair Housing Napa Valley and the	Within one year of Housing	Planning and Building Department.		X		Within one year of Housing Element certification, collaborate with County and

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	UpValley Family Center to bring more bilingual/multilingual service providers to existing farmworker housing centers.	Element certification					local organizations such as Fair Housing Napa Valley and the UpValley Family Center to ensure that city funding contributions are sufficient to adequately provide bilingual/multilingual service to existing farmworker housing centers and expand budgets if necessary. <i>MV - agree.</i> <i>RK - agree.</i> <i>TW - Listing of services to be provided in order of priority should be established to assist with funding opportunities.</i>
A4.5-4	Seek grants and funding opportunities for farmworker family housing in Calistoga.	Within one year of Housing Element certification	Planning and Building Department.		X	X	Eliminate - resolved by A 4.1-2: Meet with the Housing Authority of the City of Napa (HACN) and the Napa County Housing Authority at least annually to continue to provide annual funding to the Napa County Housing Authority to support the three farmworker housing centers, including the Calistoga Center. <i>MV - agree.</i> <i>RK - agree.</i> <i>TW - agree.</i>

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							<i>SC – I’m still unsure where we’d find land to accommodate farmworker housing in the City limits?</i>
GOAL 5 – HOUSING MAINTENANCE. Maintain and enhance the physical condition and aesthetic qualities of existing residential neighborhoods.							
Objective 5.1 – Preserve and improve the quality of existing housing.							
A5.1-1	Offer technical assistance to aid homeowners in maintaining, upgrading, and improving their property.	Ongoing	Planning and Building Department.	X	X	X	Conduct annual outreach events (workshops or webinars, City website notices, public counter material, direct mailings, etc.) targeting low-income homeowners to offer technical assistance in maintaining, upgrading, and improving their property. <i>MV – agree. RK – agree. TW – Needs more specific deliverables. Who will provide “technical assistance” and provide follow through.</i>
A5.1-2	Provide funding and cooperate with volunteer groups such as Rebuilding Calistoga to help lower-income households maintain and upgrade their property.	Ongoing. Annual funding is provided to Rebuilding Calistoga.	Planning and Building Department, City Council		X	X	Annually, pursue CDBG Grant funding to fund coordination with volunteer groups such as Rebuilding Calistoga help lower-income households maintain and upgrade their property. <i>MV – agree.</i>

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							<i>RK - agree.</i>
A5.1-3	Continue to correct health and safety issues identified during routine building permitting and inspection activities.	Ongoing	Planning and Building Department, Fire Department	X			Delete - required by state law. <i>MV - agree.</i> <i>RK - agree.</i> <i>TW - agree.</i>
A5.1-4	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.	Within one year of Housing Element certification	Planning and Building Department, Police Department				<i>RK - agree.</i> <i>TW - Needs a committee with construction, engineering, architectural and legal members to establish specific criteria, process, and enforcement established as a City ordinance.</i>
A5.1-5	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. The City inspects one mobile home park annually and all multi-family housing is inspected annually.	Planning and Building Department, Fire Department				<i>RK - agree.</i> <i>TW - And do what? Are the results reported to the Council and is there follow-on enforcement?</i>
Objective 5.2 - Encourage private investment in older residential neighborhoods and the private rehabilitation of housing.							
A5.2-1	Maintain good repair of streets, sidewalks, and other municipal systems in older residential neighborhoods.	Ongoing	Planning and Building Department.		X		Delete - Housing Element does not regulate public right-of-way. Regulated General Plan Mobility Element and CMC title 12 and Capital Improvement Programming.

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							<i>MV - agree. RK - agree. TW - good luck.</i>
A5.2-2	Allow the application of the State's Historic Building Code to qualified homes in order to provide flexibility in rehabilitation and modification efforts.	Ongoing	Planning and Building Department.				<i>RK - agree. TW - agree.</i>
A5.2-3	Publicize the City's Mills Act program to encourage owners of qualified owner-occupied homes to actively participate in the rehabilitation, restoration, preservation, and maintenance of their historic property in exchange for a reduction in their property taxes.	Ongoing. Information is provided on the City's website and to property owners of historic properties who apply for building permits.	Planning and Building Department.		X		Conduct annual outreach events (workshops or webinars, City website notices, public counter material, direct mailings, etc.) publicizing the City's Mills Act program to encourage owners of qualified owner-occupied homes to actively participate in the rehabilitation, restoration, preservation, and maintenance of their historic property in exchange for a reduction in their property taxes. <i>MV - agree. RK - agree. TW - Also needs qualification process explanation.</i>

Objective 5.3 – Ensure new housing development complements Calistoga’s rural small-town community identity, incorporates quality design, and complies with objective design standards when applicable.

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A5.3-1	The City's residential design standards, the General Plan's Character Area Overlay Districts, and objective design standards when adopted shall be considered in the review of proposed residential projects.	Ongoing	Planning and Building Department, Planning Commission				<i>RK – agree. TW – All residential projects (single home build)? And who determines compliance?</i>
A5.3-2	As part of the project review process, encourage new residential subdivisions of ten or more lots or units to provide a range of lot sizes and designs to the extent feasible, and avoid “cookie cutter” approaches to subdivision design.	Ongoing	Planning and Building Department, Planning Commission		X		Include elements in objective design standards referenced in A1.2-7 and A5.3-1 related to site design and lot configurations to ensure context sensitivity. <i>MV – agree. RK – agree. TW – Design standards yet to be established? STAFF – underway by consultant. Reviewed/amended by Staff/PC.</i>
A5.3-3	Consider applying objective design standards referenced in A1.2-7 and A5.3-1 for non-ministerial review development projects.	Within one year of Housing Element certification	Planning and Building Department, Planning Commission, City Council	X			Include elements in objective design standards referenced in A1.2-7 and A5.3-1 related to non-ministerial review development projects . <i>MV – agree. RK – agree. TW – don't agree. Too much regulation defeats the 'eclectic' nature referenced in City's Urban Design Plan.</i>

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GOAL 6 – STREAMLINING. Remove governmental constraints to the maintenance, improvement, and development of housing, where feasible.							
Objective 6.1 – Streamline the City’s permit review process, simplify regulations, and minimize fees to promote the provision and maintenance of housing.							
SC – I would be in favor of simplifying regulations and minimizing fees to promote housing maintenance of housing any way possible.							
A6.1-1	Allow use of the Historic Building Code to facilitate the rehabilitation of historic residences.	Ongoing	Planning and Building Department.				
A6.1-2	Modify the Zoning Ordinance so that parcels in the Site Inventory identified in previous Housing Elements ("Reuse Sites") with at least 20 percent of the units affordable to lower-income households are eligible for by-right processing with ministerial review. Before modification of the Zoning Ordinance, the City should consider identification of any biological or cultural resources on the Reuse Sites that may impact the development viability of the identified sites.	By January 2026	Planning and Building Department, Planning Commission, City Council				
A6.1-3	Allow the joint utilization of parking spaces where it can be demonstrated that shared use will not result in an unacceptable impact on parking in the public right-of-way or on off-street parking lots.	Ongoing	Planning and Building Department.	X	X	X	DELETE: Conveyed by CMC Section 17.36.040 Joint Utilization of Spaces. MV – agree. RK – agree. TW – agree.

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GOAL 7 – ANTI-DISCRIMINATION. Prevent housing discrimination on the basis of race/ethnicity, color, national origin, sex (including gender identity and sexual orientation), religion, age, ancestry, marital status, children, familial status, or disability.							
Objective 7.1 – Provide housing opportunities for all persons regardless of race/ethnicity, color, national origin, sex (including gender identity and sexual orientation), religion, age, ancestry, marital status, children, familial status, or disability.							
A7.1-1	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 website.	Ongoing	Planning and Building Department.		X	X	Conduct annual outreach events (workshops or webinars, City Housing Resources page, public postings, public counter and UpValley Family Center material, direct mailings, etc.) providing bilingual information about fair housing and including links to fair housing resources. MV – agree. RK – agree. TW – agree.
A7.1-2	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. The City provides annual funding to both of these groups.	Planning and Building Department, City Council		X	X	Conduct annual outreach events (workshops or webinars, City Housing Resources page, public postings, public counter and UpValley Family Center material, direct mailings, etc.) in partnership with local organizations, such as Fair Housing Napa Valley and the UpValley Family Center, to provide multi-lingual landlord-tenant education and conciliation and publicize the

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							intake process for discrimination complaints. MV - agree. RK - agree. TW - agree. SC - As long as we have room in the budget.
A7.1-3	Include a Fair Housing Marketing Plan as part of housing opportunities created through the City's affordable housing programs.	Ongoing	Planning and Building Department.	X	X	X	Within one year of Housing Element certification, contract for the creation of a Fair Housing Marketing Plan as part of housing opportunities created through the City's affordable housing programs. MV - agree. RK - agree. TW - Marketing plan directed to whom? STAFF - to be scoped by consultant based on direction from Staff/PC.
A7.1-4	Continue to implement fair housing practices in affordable housing programs, such as the HOME residential rehabilitation program.	Ongoing	Planning and Building Department.				
A7.1-5	Consider adopting a just cause eviction ordinance.	Within one year of Housing Element certification	Planning and Building Department, Planning	X			Within one year of Housing Element certification, begin the process for adopting a just cause eviction ordinance. MV - agree.

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			Commission, City Council				<i>RK – agree. TW – agree. SC – We seen professional rent dodgers throughout Covid, taking advantage of anti-land lord laws that have severely impacted rental property owners, so I think we need to be very careful when reviewing eviction ordinances. Just causes need to be carefully scrutinized to avoid this in the future.</i>
GOAL 8 – SUSTAINABILITY. Reduce energy use and greenhouse gas production in existing and new residential development.							
Objective 8.1 – Reduce energy demand in new and existing housing through conservation and efficiency.							
A8.1-1	Publicize the availability of weatherization and energy-efficiency programs for existing residences that are offered by utility companies and other organizations.	Ongoing. Information about the HERO and CalFirst loan programs is posted on the City's website.	Planning and Building Department.			X	Conduct annual outreach events (workshops or webinars, City Housing Resources page, public postings, public counter, direct mailings, etc.) to publicize the availability of HERO and CalFirst loan programs for weatherization and energy-efficiency programs for existing residences that are offered by utility companies and other organizations. <i>MV – agree. RK – agree.</i>

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							<i>TW – How about more often at the Farmers Market or CalMart?</i>
A8.1-2	Ensure efficient water use for irrigation by adopting the State’s standards for water-efficient landscape design.	Within one year of Housing Element certification	Planning and Building Department, City Council				<i>SC – I think we need to review the idea of using gray water for landscaping into the future.</i>
A8.1-3	Fund energy conservation improvements through local rehabilitation programs to assist lower-income households in lowering energy expenses.	Ongoing. The current HOME rehabilitation program includes funding for energy-efficiency improvements.	Planning and Building Department, City Council		X	X	Annually, ensure continued funding for HOME rehabilitation program for energy conservation improvements to assist lower-income households in lowering energy expenses. <i>MV – agree.</i> <i>RK – agree.</i> <i>TW – needs more specific goals and funding source.</i> <i>STAFF – annual grant funding secured by grant consultant.</i>
A8.1-4	Consider a local ordinance (i.e. “reach codes”) promoting energy efficient house construction to reduce energy consumption beyond what is required in State codes, in newly built residential development.	Within one year of Housing Element certification	Planning and Building Department, City Council	X	X		Within one year of Housing Element certification, adopt a local ordinance (i.e. “reach codes”) promoting energy efficient house construction to reduce energy consumption beyond what is required in State codes, in newly built residential development. <i>MV – how does this effect upcoming projects?</i>

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							<i>RK - agree.</i> <i>TW - agree.</i>