



REGULAR PLANNING COMMISSION MEETING AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon
April 25, 2024
6:30 PM

Chair: Brando Cruz
Vice Chair: Davet Mohammed
Commissioners: Eric Altman, Andrew Goff, Crystal Mallare
Youth Commissioner: DeAndre Lendsey

Tonight's meeting is a limited public forum. American Canyon promotes respectful and responsible behavior among its meeting participants, whether they are present in person or remotely. Using offensive language or remarks that promote, foster, or perpetuate discrimination based on race, creed, color, age, religion, gender marital status, status regarding public assistance, national origin, physical or mental disability or sexual orientation/gender identification, as well as any other category protected by federal, state or local laws will not be tolerated. In the case of an occurrence, the speaker will be immediately disconnected from the microphone.

Planning Commission and other public meetings will be conducted in person at City Hall, 4381 Broadway, Suite 201, American Canyon, CA 94503. This meeting is also available via Zoom Teleconferencing as a convenience for public participation. This meeting will be broadcast live to residents on Napa Valley TV, on our website [here](#) and on YouTube [here](#). Should technical issues with Zoom occur, please select another viewing option.

PUBLIC PARTICIPATION

Oral comments, during the meeting: Oral comments can be made in person or via Zoom. To give your public comment via zoom, connect via the below Zoom link and use the "raise your hand" tool, or call into the zoom meeting at 408-638-0968 and press *9 to "raise your hand" when the item is called. To avoid confusion, all hands raised outside of Public Comment periods will be lowered.

Written comments, via eComments: Please submit written comments through the eComments link, located on the Meetings & Agendas page of our website [here](#). Comments will be available to Planning Commissioners in real time. To allow for review of comments, eComments will close at 3:00 pm on the day of the meeting. All comments received will be posted online and become part of the meeting record.

Zoom Meeting Link: [Click here.](#)

Webinar ID: 876 0659 2529 **Passcode:** 123456

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the City Clerk at (707) 647-4369 or email cityclerk@cityofamericancanyon.org.

AGENDA MATERIALS: Planning Commission agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at www.cityofamericancanyon.org.

AMERICANS WITH DISABILITIES ACT: The Planning Commission will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk at 4381 Broadway, Suite 201, American Canyon, CA 94503 or by email to cityclerk@cityofamericancanyon.org. Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

6:30 P.M. REGULAR MEETING

CALL TO ORDER

PLEDGE

ROLL CALL

PUBLIC COMMENT

*This time is reserved for members of the public to address the Planning Commission on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Planning Commission. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Planning Commission on items on the Agenda should comment via email prior to the start of the meeting, or to verbally comment on the item during the meeting, click the “raise your hand” button if joining by computer, or press *9 if joining by phone, when the item is called. The Planning Commission is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Planning Commission does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the Planning Commission must be emailed by 3:00 p.m. on meeting day.*

AGENDA CHANGES

CONSENT CALENDAR

1. [Minutes of March 28, 2024](#)
Recommendation: Approve the Minutes of March 28, 2024

PUBLIC HEARINGS

2. [Design Permit Ordinance Update](#)
Recommendation: Adopt a Resolution of the Planning Commission of the City of American Canyon recommending the City Council of the City of American Canyon amend American Canyon Municipal Code Chapter 19.41 “Design Permits” consistent with State Law and Housing Element Implementation Program C.

BUSINESS

3. [Prohousing Incentive Program Update](#)
Recommendation: Receive and file Prohousing Incentive Program Update

MANAGEMENT AND STAFF ORAL REPORTS

4. [Active Planning Projects](#)

Recommendation: Review March 2024 Active Planning Projects

COMMISSIONER ITEMS

ADJOURNMENT

CERTIFICATION

I, Nicolle Hall, Administrative Technician for the City of American Canyon, do hereby declare that the foregoing Agenda of the Planning Commission was posted in compliance with the Brown Act prior to the meeting date.

Nicolle Hall, Administrative Technician

**CITY OF AMERICAN CANYON
REGULAR PLANNING COMMISSION MEETING**

ACTION MINUTES
March 28, 2024

6:30 P.M. REGULAR MEETING

CALL TO ORDER

Action: The Planning Commission meeting was called to order at 6:31 p.m.

PLEDGE

Action: The Pledge of Allegiance was recited.

ROLL CALL

Present: Commissioners Eric Altman, Andrew Goff, Youth Commissioner DeAndre Lendsey, Vice Chair Davet Mohammed

Absent: Commissioner Crystal Mallare, Chair Brando Cruz

Excused: None

PUBLIC COMMENT

Vice Chair Davet Mohammed Opened Public Comments.

None Oral Comments: None Written Comments: None

Vice Chair Davet Mohammed Closed Public Comments.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

1. Minutes of February 22, 2024

Action: Motion to approve the minutes of February 22, 2024 made by Commissioner Andrew Goff, seconded by Commissioner Eric Altman, and CARRIED by roll call vote.

Ayes: Commissioner Eric Altman, Commissioner Andrew Goff, Vice Chair Davet Mohammed

Nays: None

Abstain: None

Absent: Commissioner Crystal Mallare, Chair Brando Cruz

Excused: None

PUBLIC HEARINGS

2. Napa Junction Mini Storage Design Permit and Variance

Senior Planner William He reported on the item and shared a PowerPoint presentation.

Speakers: Rick Hess

Commissioners discussed the item.

Vice Chair Mallare opened the Public Hearing

Oral Comments: None Written Comments: None

Action: Motion to adopt Resolution 2024-06 of the Planning Commission of the City of American Canyon, California, approving a Design Permit and Variance for redevelopment of a construction yard and boat and RV storage yard into a 540-unit Mini Storage facility at 4484 Hess Road in the General Industrial (GI) Zoning District, APNs 058-320-003 and 058-320-002 (File No. PL22-0031) made by Commissioner Andrew Goff, seconded by Commissioner Eric Altman, and CARRIED by roll call vote.

Ayes: Commissioner Eric Altman, Commissioner Andrew Goff, Vice Chair Davet Mohammed

Nays: None

Abstain: None

Absent: Commissioner Crystal Mallare, Chair Brando Cruz

Excused: None

3. Watson Ranch Lot 8 Subdivision

Senior Planner William He reported on the item and shared a PowerPoint presentation.

Speakers: Terry McGrath, Edison Bisnar, Senior Civil Engineer

Commissioners discussed the item.

Vice Chair Mohammed opened the Public Hearing.

Oral Comments: Justin Hamilton Hole was called to speak. Written Comments: None

Vice Chair Mohammed closed the Public Hearing.

Action: Motion to adopt Resolution 2024-07 of the Planning Commission of the City of American Canyon, California, recommending the City Council of the City of American Canyon approve a Vesting Tentative Subdivision Map for Watson Ranch Lot 8 to create 25 single family home lots on 2.3 acres within the Watson Ranch Specific Plan Medium Density Residential-16 zoning district located north of Cartier Street, Assessor's Parcel Numbers 059-430-012 and 059-430-037 (File

No. PL22-0024) made by Commissioner Andrew Goff, seconded by Commissioner Eric Altman, and CARRIED by roll call vote.

Ayes: Commissioner Eric Altman, Commissioner Andrew Goff, Vice Chair Davet Mohammed

Nays: None

Abstain: None

Absent: Commissioner Crystal Mallare, Chair Brando Cruz

Excused: None

MANAGEMENT AND STAFF ORAL REPORTS

4. Active Planning Projects

Action: Community Development Director Brent Cooper reported on Active Planning Projects, including the proposed vehicle access gate at the Lodge at Napa Junction, the SDG 217 minor modification, the SDG 220 warehouse building administrative draft EIR, and the Comprehensive General Plan EIR

COMMISSIONER ITEMS

Action: Commissioners reported on items of interest.

ADJOURNMENT

Action: The meeting adjourned at 7:43 p.m.

CERTIFICATION

Respectfully Submitted,

Nicolle Hall, Administrative Technician



TITLE

Design Permit Ordinance Update

RECOMMENDATION

Adopt a Resolution of the Planning Commission of the City of American Canyon recommending the City Council of the City of American Canyon amend American Canyon Municipal Code Chapter 19.41 "Design Permits" consistent with State Law and Housing Element Implementation Program C.

CONTACT

Brent Cooper, AICP, Community Development Director

BACKGROUND & ANALYSIS

On May 30, 2023, the State Department of Housing and Community Development certified the 6th Cycle Housing Element (Housing Element). The Housing Element includes approximately 70 programs to Affirmatively Affirm Fair Housing in American Canyon and achieve the City's Regional Housing Needs Allocation (RHNA for the next 8 years (2023-2031). Among the Housing Element programs, Implementation Program C requires several Municipal Code updates including Chapter 19.41 (Design Permits) to eliminate subjectivity in review and approval of housing developments protected by the Housing Accountability Act under Government Code Section 65589.5.

The Design Permit application is a commonly used entitlement for new development because it covers many types of land use changes. For example, a Design Permit is required before constructing any new building, altering or enlarging a building or altering a site (i.e.: changing landform through grading, allowing outdoor storage, uncovered commercial activities, and so on.). In some cases, a project may require a Conditional Use Permit. When the project that requires a Conditional Use Permit includes new construction, (such as a proposed carwash in the Community Commercial zoning district), all the elements of a Design Permit are included in the Conditional Use Permit application.

Although most Design Permits are approved by the Planning Commission, the Community Development Director is authorized to approve small projects, such as commercial structures less than 5,000 square feet; industrial structures less than 20,000 square feet, and small residential developments.

Recent examples of Design Permit applications approved by the Planning Commission include:

- The Ecology Center
- NVRG Hotel and Condominiums
- Napa Junction Solar Farm
- Watson Ranch Promontory Site Plan and Homes
- Bell Products Headquarters.

The attached Resolution includes proposed changes to the Design Permit application process. The proposed changes eliminate subjective criteria that fall outside adopted policies and the municipal code.

In addition, staff noted that the Design Permit application includes evaluating changes, enlargements, and alterations to an existing project. Changes, enlargements, and alterations to an existing project is covered by the Minor and Major Modification process in Chapter 19.45. To avoid duplication, staff proposes to delete consideration of changes, enlargements, and alterations to an existing project from the Design Permit application process.

The draft Resolution showing changes to the Design Permit application process is included as Attachment 1. Additions are shown with a double underline. Deletions are shown with strikeout text. Reasons for proposed changes are explained with a justification paragraph that follows the amended text. A "clean" version showing all the changes without the redline/strikeout text is included as Attachment 2.

As time permits, staff will bring additional municipal code updates and other Housing Element Implementation Programs to the Planning Commission. The 6th Housing Element Cycle Programs included in Attachment 3.

ENVIRONMENTAL REVIEW

The proposed policy amendments are not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(2) because the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3 because it has no potential for resulting in physical change to the environment, directly or indirectly. In addition, the policy amendments are not a project under CEQA Regulation Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

ATTACHMENTS:

1. [Resolution Design Permit Update](#)
2. [REVISED Design Permit Update](#)
3. [6TH Cycle Housing Element CERTIFIED Implementation Programs](#)

RESOLUTION NO. 2024-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AMERICAN CANYON RECOMMENDING THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON AMEND AMERICAN CANYON MUNICIPAL CODE TO UPDATE CHAPTER 19.41 “DESIGN PERMITS” CONSISTENT WITH STATE LAW AND HOUSING ELEMENT IMPLEMENTATION PROGRAM C

WHEREAS, on January 31, 2023, the City Council approved the 6th Cycle Housing Element (Housing Element); and; and

WHEREAS, on June 30, 2023, the State of California Department of Housing and Community Development (HCD) certified the Housing Element; and

WHEREAS, the Housing Element includes approximately 70 programs to identify and reduce constraints to housing production; and

WHEREAS, Housing Element Implementation Program C requires certain Municipal Code updates to reduce constraints to housing production, including revising Chapter 19.41 (Design Permits) to eliminate subjectivity in review and approval of housing developments protected by the Housing accountability Act under Government Code Section 65589.5; and

WHEREAS, a duly-noticed public hearing was held by the City of American Canyon Planning Commission on April 25, 2024 on the subject ordinance at which time all those in attendance were given the opportunity to speak on this proposal and to submit comments.

NOW, THEREFORE THE PLANNING COMMISSION OF THE CITY OF AMERICAN CANYON DOES HEREBY RESOLVE TO RECOMMEND THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON APPROVE THE PROPOSED ORDINANCE AS FOLLOWS:

SECTION 1: Revise Chapter 19.41 (Design Permits) in compliance with Government Code Section 65589.5 and Housing Element Implementation Program C as follows:

Chapter 19.41 DESIGN PERMITS
19.41.010 Purpose.

The purpose of this chapter is to:

~~(A) Provide for a review process that promotes~~ Ensure excellence in site planning and architectural design, consistent with general plan design and development policies and zoning standards.

~~(B) Encourage the harmonious appearance of buildings and sites;~~

~~(C) Ensure that new and modified uses and development are compatible with existing and potential uses in the surrounding area;~~

~~(D) Produce an environment of stable, desirable character.~~

(Ord. 2001-02 § 1, 2001.)

JUSTIFICATION: The subjective intent has been removed from the purpose section.

19.41.020 Applicability.

Design permit approval by the community development director or planning commission is required for the following:

(A) New structures, except single-family detached dwellings and their attendant accessory structures constructed on a parcel of land. However, when a builder constructs three or more single-family dwellings in a single subdivision in one year, or on a single block in one year if the lots are not located within a subdivision, the dwelling units shall be subject to approval of a design permit.

(B) Enlargements and exterior alterations of structures, including repainting and color changes of commercial, industrial and multi-family structures, but excluding enlargements and alterations of single-family dwellings for which a design permit was not originally required, unless required as a condition of another approval.

(C) Alterations of land in commercial or industrial districts, and/or of sites of more than one acre in residential districts.

(Ord. 2001-02 § 1, 2001; Ord. 2009-10 § 3, 2009.)

19.41.030 Design permit approval.

Except as provided in this chapter, no building or structure may be erected, and no building may be enlarged or altered, and no site may be altered until a design permit application has been approved by the community development director or planning commission, as required below. Such review and approval may take place concurrently with the review of any other required approvals.

(A) Community Development Department Director Approvals. The community development director may approve the following design permit applications. No public hearing shall be required unless the design permit is being processed concurrently with other applications for which a hearing is required. In this case, the design permit shall be considered at the same public hearing.

(1) Two-family dwellings and appurtenant accessory structures.

(2) Multifamily projects containing fewer than five units.

(3) Commercial structures containing less than five thousand square feet total, industrial structures containing less than twenty thousand square feet total, and subsequent ~~substantial~~ changes of use to these structures.

JUSTIFICATION: The subjective word “substantial” has been removed from this section.

~~(4) Enlargements or alterations to a project originally approved by the planning commission involving an area of less than five percent of the project's floor or site area, that the director deems to be compatible with the original approval and an insignificant alteration to the project's appearance.~~

~~(5) Any visible enlargements or alterations to projects, as determined by the community development director.~~

~~(6) Changes in use to structures or property which cause a project to not meet design standards contained in this title for landscaping, parking, signage, screening, etc.~~

JUSTIFICATION: Modifications are subject to Chapter 19.45 Minor and Major Modifications.

(B) Planning Commission Approvals. The planning commission may approve the following design permit applications following a public hearing pursuant to the procedures set forth in Chapter 19.40:

(1) Multifamily dwelling projects containing five or more units.

(2) The construction in one year by a single builder of three or more single-family dwellings in a single subdivision, or on a single block if the lots are not located within a subdivision, except such construction in the PC zone district.

(3) Commercial structures containing five thousand total square feet or more and industrial structures containing twenty thousand square feet or more, and/or ~~substantial~~ changes of use to these structures.

JUSTIFICATION: The subjective word “substantial” has been removed from this section.

~~(4) Enlargements and/or exterior alterations of projects and/or sites involving an area of more than five percent of the project's floor and/or site area, or lesser changes that the community development director has determined potentially represent a significant alteration to a project's and/or site's appearance.~~

JUSTIFICATION: Modifications are subject to Chapter 19.45 Minor and Major Modifications.

~~(5)~~ 4 Sign programs requiring commission approval, pursuant to Chapter 19.23.

~~(6)~~ 5 Small-cell antenna facilities that do not comply with standards described in Chapter 19.53.

~~(7)~~ 6 Design permit applications referred to the commission by the director because of unique circumstances, potential public controversy or a need for policy direction.

(Ord. 2001-02 § 1, 2001; Ord. 2009-10 § 3, 2009; Ord. 2018-05 § 7, 2018.)

19.41.040 Scope of design permit review.

The following areas of design shall be considered in reviewing design permits:

(A) Site Planning.

~~(1) Appropriateness of setbacks, site coverage, building heights, and outdoor use areas,~~

~~(2) Adequacy of parking, and vehicular and pedestrian circulation,~~

~~(3) Relationship to abutting or adjacent sites and land uses; minimization of impacts on residential districts,~~

(4) Preservation of natural site amenities,

~~(5) Use of landscaping, outdoor lighting, and outdoor furniture,~~

(6) Usability of required public and private open spaces;

(B) Structural Design.

(1) Compliance with required scale, mass, bulk, and proportions,

~~(2) Compatibility with the desirable qualities of the area and/or streetscape,~~

~~(3) Compatibility of Compliance with required building materials and detailing for all structures,~~

~~(4) Relationship to other structures and accessory elements on a site,~~

(5) Screening of utility and mechanical facilities,

(6) Compliance with required Design of fences and walls design,

~~(7) Use of Compliance with required architectural elements that contribute to visual interest and variety, including variation to wall planes, multiple roof lines and defined entries.~~

JUSTIFICATION: The site planning criteria refers to ensuring new development complies with required development standards and design guidelines found in the zoning code, applicable specific plan, or adopted objective design standards.

(Ord. 2001-02 § 1, 2001.)

19.41.050 Required findings.

Approval of a design permit application may be granted by the appropriate decision-making authority only if all of the following findings are made:

(A) The project complies with all applicable provisions of this title and any applicable approvals granted for the project by any decision-making authority.

(B) The project and its design complies with any applicable design guidelines.

(C) The project and its design complies with all applicable general plan policies.

(D) The project complies with applicable policies of the Napa County Airport land use compatibility plan.

~~(E) The project's quality and character are compatible with the surrounding area, unless physically deteriorated or blighted, and will not be materially detrimental to existing development.~~

~~(F) The proposed design is compatible with existing development in the area in terms of scale, height, bulk, proportion, materials, cohesiveness, color, and the preservation of privacy.~~

~~(G) The design improves the community's appearance by avoiding both excessive variety and monotonous repetition.~~

~~(H) The proposed design promotes a harmonious transition in terms of scale and character between areas of different general plan land use designations and zoning districts.~~

(~~E~~) The proposed design provides for adequate and safe on-site vehicular and pedestrian circulation.

JUSTIFICATION: The findings focus on documenting how the project complies with required development standards and design guidelines found in the zoning code, applicable specific plan, or adopted objective design standards. Subjective criteria not found in an adopted policy is proposed to be deleted.

(Ord. 2001-02 § 1, 2001; Ord. 2010-03 § 3, 2010.)

19.41.060 Expiration of approval.

(A) If the project for which a design permit has been approved pursuant to this chapter has not been inaugurated within two years of the granting of the design permit, the approval shall become null and void and of no effect. This provision shall not apply to applications approved in conjunction with another discretionary permit. In such cases, the expiration period shall coincide with that of the associated period.

(B) An extension of time may be granted by the community development director upon the written request by a responsible party before the expiration of the two-year period, provided that:

(1) There have been no changes in the approved plans; and

(2) There has been no change of circumstances which would prevent any of the required findings of approval to be made.

(Ord. 2001-02 § 1, 2001.)

SECTION 1: CALIFORNIA ENVIRONMENTAL QUALITY ACT The proposed policy amendments are not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(2) because the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment;

and Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3 because it has no potential for resulting in physical change to the environment, directly or indirectly. In addition, the policy amendments are not a project under CEQA Regulation Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the Planning Commission of the City of American Canyon held on the 25th day of April, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brando Cruz, Chair

ATTEST:

APPROVED AS TO FORM:

Nicolle Hall, Administrative Technician

William D. Ross, City Attorney

Chapter 19.41 DESIGN PERMITS

19.41.010 Purpose.

The purpose of this chapter is to ensure excellence in site planning and architectural design, consistent with general plan design and development policies and zoning standards.

(Ord. 2001-02 § 1, 2001.)

19.41.020 Applicability.

Design permit approval by the community development director or planning commission is required for the following:

(A) New structures, except single-family detached dwellings and their attendant accessory structures constructed on a parcel of land. However, when a builder constructs three or more single-family dwellings in a single subdivision in one year, or on a single block in one year if the lots are not located within a subdivision, the dwelling units shall be subject to approval of a design permit.

(B) Enlargements and exterior alterations of structures, including repainting and color changes of commercial, industrial and multi-family structures, but excluding enlargements and alterations of single-family dwellings for which a design permit was not originally required, unless required as a condition of another approval.

(C) Alterations of land in commercial or industrial districts, and/or of sites of more than one acre in residential districts.

(Ord. 2001-02 § 1, 2001; Ord. 2009-10 § 3, 2009.)

19.41.030 Design permit approval.

Except as provided in this chapter, no building or structure may be erected, and no building may be enlarged or altered, and no site may be altered until a design permit application has been approved by the community development director or planning commission, as required below. Such review and approval may take place concurrently with the review of any other required approvals.

(A) Community Development Department Director Approvals. The community development director may approve the following design permit applications. No public hearing shall be required unless the design permit is being processed concurrently with other applications for which a hearing is required. In this case, the design permit shall be considered at the same public hearing.

(1) Two-family dwellings and appurtenant accessory structures.

(2) Multifamily projects containing fewer than five units.

(3) Commercial structures containing less than five thousand square feet total, industrial structures containing less than twenty thousand square feet total, and subsequent changes of use to these structures.

(B) Planning Commission Approvals. The planning commission may approve the following design permit applications following a public hearing pursuant to the procedures set forth in Chapter 19.40:

(1) Multifamily dwelling projects containing five or more units.

(2) The construction in one year by a single builder of three or more single-family dwellings in a single subdivision, or on a single block if the lots are not located within a subdivision, except such construction in the PC zone district.

(3) Commercial structures containing five thousand total square feet or more and industrial structures containing twenty thousand square feet or more, and/or changes of use to these structures.

(4) Sign programs requiring commission approval, pursuant to Chapter 19.23.

(5) Small-cell antenna facilities that do not comply with standards described in Chapter 19.53.

(6) Design permit applications referred to the commission by the director because of unique circumstances, potential public controversy or a need for policy direction.

(Ord. 2001-02 § 1, 2001; Ord. 2009-10 § 3, 2009; Ord. 2018-05 § 7, 2018.)

19.41.040 Scope of design permit review.

The following areas of design shall be considered in reviewing design permits:

(A) Site Planning.

(1) Setbacks, site coverage, building heights, and outdoor use areas,

(2) Parking, and vehicular and pedestrian circulation,

(3) Preservation of natural site amenities,

(4) Landscaping, outdoor lighting, and outdoor furniture,

(5) Usability of required public and private open spaces.

(B) Structural Design.

(1) Compliance with required scale, mass, bulk, and proportions,

(2) Compliance with required building materials and detailing for all structures,

(3) Screening of utility and mechanical facilities,

(4) Compliance with required fence and wall design,

(5) Compliance with required architectural elements that contribute to visual interest and variety, including variation to wall planes, multiple roof lines and defined entries.

(Ord. 2001-02 § 1, 2001.)

19.41.050 Required findings.

Approval of a design permit application may be granted by the appropriate decision-making authority only if all of the following findings are made:

(A) The project complies with all applicable provisions of this title and any applicable approvals granted for the project by any decision-making authority.

(B) The project and its design complies with any applicable design guidelines.

(C) The project and its design complies with all applicable general plan policies.

(D) The project complies with applicable policies of the Napa County Airport land use compatibility plan.

(E) The proposed design provides for adequate and safe on-site vehicular and pedestrian circulation.

(Ord. 2001-02 § 1, 2001; Ord. 2010-03 § 3, 2010.)

19.41.060 Expiration of approval.

(A) If the project for which a design permit has been approved pursuant to this chapter has not been inaugurated within two years of the granting of the design permit, the approval shall become null and void and of no effect. This provision shall not apply to applications approved in conjunction with another discretionary permit. In such cases, the expiration period shall coincide with that of the associated period.

(B) An extension of time may be granted by the community development director upon the written request by a responsible party before the expiration of the two-year period, provided that:

(1) There have been no changes in the approved plans; and

(2) There has been no change of circumstances which would prevent any of the required findings of approval to be made.

(Ord. 2001-02 § 1, 2001.)

Goal H-9: Energy Conservation and Sustainable Development

To encourage sustainable residential development and energy conservation in new and existing housing.

- H-9.1 Energy Conservation.** Promote the use of energy conservation features in existing homes and the design of new residential development.
- H-9.2 Sustainable Development.** Encourage sustainable development and ensure, at a minimum, that the design of development is 15% more efficient than State laws regarding energy conservation and seek amendments to the zoning code that further reductions in automobile use and associated decreases in Vehicle Miles Travelled (VMT).
- H-9.3 Tree Planting.** Promote tree planting in residential areas to provide cooling during the summer months.
- H-9.4 Energy Saving Innovations.** Encourage innovative site designs that incorporate passive and active solar designs and natural cooling techniques.
- H-9.5 Weatherization and Energy-Efficiency Retrofitting.** Support weatherization and retrofit projects for existing housing units that fall below current state performance standards for energy efficiency.

Implementation Programs

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
A	No-Net-Loss Evaluation Procedure Ensure sufficient residential capacity is maintained to accommodate the RHNA by continuing to implement an ongoing (project-by-project) evaluation procedure pursuant to Government Code Section 56863. The outcomes of monitoring shall be described in the City’s annual housing reports submitted to HCD as required pursuant to GC Section 65400.	Maintain a supply of developable land adequate to accommodate the RHNA.	H-1.1 H-1.2 H-1.3 H-8.7 H-8.10	Community Development Department	General Fund	Annually

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
B	<p>Available Sites Inventory</p> <p>The City will prepare and maintain publicly available sites inventory that allows developers to understand suitable sites by household income level. The City will monitor the status of current development projects listed as credits toward RHNA capacity and will remove and replace units assumed on sites if development within the planning period becomes infeasible.</p> <p>The City will consider the need to affirmatively further fair housing in the inventory sites by designating sites for lower- and moderate-income households in the western portion of the city.</p> <p>The City will monitor progress toward program objectives and implement additional measures as necessary if the metrics are not being met.</p>	<p>Identify housing sites suitable to accommodate 622 housing units:</p> <ul style="list-style-type: none"> • Very low income: 169 units • Low-income: 109 units • Moderate-income: 95 units • Above moderate-income: 249 units <p>Maintain a publicly available inventory of parcels on the City website that meet the requirements of Government Code Section 65583.2(c).</p> <p>Provide sites appropriate for affordable housing in low density and higher income areas to proactively work to overcome concentrations of lower- and moderate-income earning populations.</p>	<p>H-1.1</p> <p>H-1.3</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Publicly available inventory on City website: 2023</p> <p>Update sites inventory: annual</p>
C	<p>Municipal Code Updates</p> <p>The City will amend the Municipal Code to:</p> <ul style="list-style-type: none"> • Allow low barrier navigation centers for compliance with Government Code Sections 65660 and 65668 (AB 101). • Allow small residential care facilities in the RRH zone in compliance with California Government Code Section 65583. 	<p>Provide zoning for a variety of housing types.</p> <p>Identify and remove constraints to housing production.</p> <p>Evaluate and update existing zoning to ensure compliance with State-mandated streamlining requirements (ADUs, area planning, and objective design standards) to address disproportionate</p>	<p>H-1.6</p> <p>H-3.3</p> <p>H-7.5</p> <p>H-7.6</p> <p>H-7.8</p> <p>H-7.9</p> <p>H-7.10</p> <p>H-8.1</p> <p>H-8.2</p> <p>H-8.4</p> <p>H-8.7</p>	<p>Community Development Department</p>	<p>General Fund</p> <p>State and regional grant funding</p>	<p>Update Municipal Code within three years of Housing Element adoption (by January 2026).</p> <p>Emergency Shelter resident parking requirements deleted on April 18, 2023 (Ordinance 2023-03)</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	<ul style="list-style-type: none"> • Define and create a process to permit large residential care facilities in all residential zones, subject to objective standards similar to other residential uses in the same district. • Update Chapter 19.27 (Density Bonus) for compliance with California Government Code Sections 65915 through 65918. • Define and allow manufactured housing subject only to the restrictions of single-family uses. • Update FAR standards in the CN and CC zoning districts to allow a minimum of 1.0 for projects with three to seven units or 1.25 for projects with eight to 10 units. • Update standards related to transitional and supportive housing for compliance with AB 2162. • Remove the conditional use permit requirement for large farm employee housing in the CC district. • Revise Chapter 19.41 (Design Permits) to limit subjectivity in review and approval of housing developments and provide objective design standards for developments protected by the Housing Accountability Act under Government Code Section 65589.5. 	housing needs and disparities in access to opportunity related to land use and zoning issues.	H-8.10			

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	<ul style="list-style-type: none"> Modify emergency shelter standards to remove the requirement for occupant parking. 					
<p>D</p>	<p>General Plan Update</p> <p>The City will update the General Plan for consistency with the 2023-2031 Housing Element Update and for State law compliance. As part of this update, the City will remove growth limits established within the General Plan Land Use Element.</p>	<p>Compliance with State law.</p> <p>Identify and remove constraints to housing production.</p>	<p>H-1.5</p> <p>H-1.6</p> <p>H-2.3</p> <p>H-2.6</p> <p>H-2.7</p> <p>H-2.8</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p>	<p>General Fund</p> <p>State and regional grant funding</p>	<p>Growth limits were removed on April 2023 (Resolution 2023-05).</p>
<p>E</p>	<p>Missing Middle/Workforce Housing</p> <p>The City will review and amend the zoning ordinance and applicable development standards to encourage and promote missing middle-density housing types (e.g., triplexes, courtyard buildings, townhomes, live/work) to create a diversity of housing types and densities to reduce displacement pressures on residents overpaying for housing.</p> <p>Specifically, the City will evaluate and revise, as necessary, lot sizes, setbacks, height, and parking requirements to encourage development of missing middle housing, particularly in moderate and high resource areas and low-density residential zones.</p>	<p>Revise zoning standards to encourage missing middle housing by 2026.</p> <p>Provide informational materials about missing middle housing development and related zoning code revisions in multiple languages on the City website.</p> <p>Enhance housing mobility and housing choice, encourage development of a variety of missing middle housing types in infill projects.</p> <p>Through revised zoning standards, support development of four missing middle housing developments between 3 and 20 units and 15 moderate-income</p>	<p>H-2.1</p> <p>H-2.2</p> <p>H-2.9</p> <p>H-2.8</p> <p>H-2.9</p> <p>H-6.7</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>City Council</p>	<p>General Fund</p>	<p>Review and revise zoning ordinance and development standards, as necessary, by 2026.</p> <p>Support development of at least four missing middle-density housing developments by 2031.</p> <p>Support development of at least 15 moderate-income units in moderate and high resource areas by 2031.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
		units in moderate and high-resource areas.				
F	<p>Accessory Dwelling Units</p> <p>The City shall continue to incentivize development of accessory dwelling units (ADUs) and adopt, as appropriate, additional programs and incentives for encouraging ADUs, particularly in moderate and high resource, low density areas.</p> <p>For compliance with State law and HCD’s findings documented in its February 7, 2023, letter, the City shall update American Canyon Municipal Code (ACMC) Section 19.39.090 to remove subjective design criteria and Sections 19.11.040 and 19.42.020 to allow ADUs in the CN and CC zones by-right.</p> <p>The City shall create informational guides for ADU development, including information on incentives, and make them available on the City website in multiple languages.</p>	<p>Update the Accessory Dwelling Unit Ordinance by 2025</p> <p>Encourage development of 26 ADUs in the planning period across all income categories</p> <p>Encourage development of the following number of ADUs affordable to low-income households in low-density or high resource areas:</p> <ul style="list-style-type: none"> • 5 ADUs by 2025 • 10 ADUs by 2028 • 15 ADUs by 2031 <p>Provide informational materials about ADUs and ADU development in multiple languages on the City website.</p>	<p>H-2.7</p> <p>H-2.8</p> <p>H-4.6</p> <p>H-6.7</p> <p>H-8.7</p> <p>H-8.10</p>	Community Development Department	General Fund	<p>ADU Ordinance was updated on April 18, 2023 (Ordinance 2023-03).</p> <p>Create informational guides and have available on the City’s website by 2025.</p> <p>Support development of 26 ADUs in the city by 2031; including 3 ADUs affordable to low-income households.</p>
G	<p>Neighborhood Preservation Program</p> <p>The City shall continue to enforce Neighborhood Preservation (Chapter 9.04 of the Municipal Code), which is designed to ensure that individual properties within neighborhoods are maintained at levels that</p>	<p>Continue to maintain high-quality neighborhoods and minimize impacts to public health, safety, and welfare through active code enforcement.</p>	<p>H-4.1</p> <p>H-4.2</p> <p>H-4.3</p> <p>H-4.4</p> <p>H-4.5</p>	Community Development Department	General Fund	<p>Active program</p> <p>Ongoing</p>

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	minimize potential nuisances and public health, safety, and welfare public impacts.					
H	<p>Residential Rehabilitation Loan Program</p> <p>Working in collaboration with the City of Napa Housing Authority, the City shall apply as feasible for CDBG funding to support the Residential Rehabilitation Loan Program, which provides no or low deferred interest loans to low-income homeowners to finance home repairs.</p> <p>The City shall publicize information about the program on the City website and shall make information available in multiple languages.</p>	<p>Apply for additional funding annually and as notices of funding available are released. Support the City of Napa Housing Authority to provide funding to repair or replace deficiencies to residential structural, mechanical, plumbing, and electrical systems, roofing, water damage, energy conservation, correction of health and safety issues and accessibility/mobility modifications.</p> <p>Pursue rehabilitation financing assistance for at least 5 households annually during the 2023- 2031 planning period to address disproportionate housing needs and disparities in access to opportunity related to housing cost factors.</p> <p>Provide informational materials in multiple languages on the City website. Concentrate program outreach in areas where rehabilitation needs are greatest (e.g., east of Highway 29, neighborhoods in the southern part of the city).</p>	<p>H-4.1 H-4.2 H-4.3 H-6.7 H-7.9 H-8.6 H-8.7 H-8.10</p>	<p>City of Napa Housing Authority Community Development Department</p>	<p>General Fund CDBG Grant</p>	<p>Annually apply for CDBG funding.</p> <p>Translated materials on City website: within six weeks of English-version release.</p> <p>Provide support to ensure that at least 40 households in the city participate in the Residential Rehabilitation Loan Program by 2031.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
I	<p>Code Enforcement</p> <p>The City shall continue to use code enforcement efforts to improve the existing housing stock. The City shall inform owners of residential housing units that received code enforcement actions caused by substandard housing conditions with Residential Rehabilitation Loan Program information and shall provide direct technical assistance to lower-income households dealing with code compliance issues. Technical assistance may include, but is not limited to, one-on-one assistance from staff with technical expertise, assistance with the rehabilitation loan program application, or informational workshop events.</p>	<p>Provide direct technical assistance on the Residential Rehabilitation Loan Program to at least 60 households with substandard housing issues that led to code compliance, including:</p> <ul style="list-style-type: none"> • 15 extremely low-income households • 15 very low-income households, and • 30 low-income households 	<p>H-4.1 H-4.2 H-4.5 H-6.7 H-7.9 H-8.6 H-8.7 H-8.10</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Provide technical assistance on applying for the Residential Rehabilitation Loan Program to at least 60 households with substandard housing identified through code compliance program by 2031.</p>
J		<p>In 2023, engage housing developers to discuss parking standards and any constraints posed by existing standards.</p> <p>Evaluate parking requirements by 2024, and revise, as necessary, by 2025.</p> <p>Removing unnecessary requirements and constraints posed by parking restrictions will incentivize development of 50</p>	<p>H-1.6 H-5.8 H-6.7 H-7.9 H-8.7 H-8.10 H-9.2</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Evaluate parking requirements by 2024, and revise, as necessary, by 2025.</p>

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
		units in the planning period.				
<p>K</p>	<p>City-owned Land for Affordable Housing</p> <p>The City shall sell City-owned land, as available and feasible for residential development, at a reduced cost to developers to build affordable housing. The City shall notify non-profit affordable housing developers of opportunity sites as they become available and shall provide information on the sites and incentives for affordable housing development on the City website and in informational brochures available at City Hall. The City shall distribute Requests for Proposals for housing development as sites become available.</p> <p>The City shall, in accordance with AB 1486 (2019) and AB 1255 (2019), annually identify and inventory sites owned by the City that have been sold, leased, or otherwise disposed in the prior year. This inventory shall be publicly available and be included in the Housing Element annual report presented to the City Council and submitted to HCD.</p>	<p>Encourage development of affordable housing on City-owned land.</p> <p>Regularly maintain an inventory of publicly owned surplus or excess land on the City website. Annually release information regarding publicly owned sites that have been sold, leased, or disposed.</p> <p>Notify non-profit affordable housing developers via email as City-owned land becomes available for sale and as the public-facing inventory is revised.</p> <p>Reduce disproportionate housing needs and disparities by evaluating sources of additional public sites for affordable housing.</p>	<p>H-5.8</p> <p>H-5.16</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	<p>City Council</p> <p>Community Development Department</p>	<p>General Fund</p>	<p>Annually identify and inventory sites owned by the City that are available for affordable housing development, and sites that have been sold, leased, or otherwise disposed of in the prior year.</p>
<p>L</p>	<p>Affordable Housing Fund</p> <p>The City shall provide Affordable Housing Fund financial assistance, as available, to assist</p>	<p>Provide financial assistance for development of at least 65 moderate and</p>	<p>H-5.3</p> <p>H-5.10</p> <p>H-5.14</p>	<p>Community Development Department</p>	<p>Affordable Housing Fund</p>	<p>Evaluate opportunities and meeting with developers: biannually.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	<p>construction of affordable housing and/or subsidize affordable housing development impact fees. The City shall review and prioritize potential affordable housing projects based on the following criteria:</p> <ol style="list-style-type: none"> 1. Convenient access to transit (or provision of transit by the project to meet the needs of its prospective residents). 2. Convenient access to neighborhood services and facilities, as needed by the prospective residents. 3. Convenient access to neighborhood recreation facilities, or onsite provision of adequate facilities. 4. Minimal environmental constraints or cost-effective mitigation of constraints. 5. Cost-effective provision of services and utilities to the site and onsite. 6. Adequate site area to provide sufficient parking, open space, setbacks, and building separations. 7. Location within a moderate and high resource area of the city. <p>The City shall hold informational meetings bi-annually, based on funding availability, to inform affordable</p>	<p>lower-income housing units:</p> <ul style="list-style-type: none"> • 10 extremely low-income units • 15 very low-income units • 15 low-income units • 25 moderate-income units <p>Hold bi-annual coordination meetings with local affordable housing providers.</p> <p>Prioritize affordable projects in moderate- and high-resource areas with convenient access to transportation, services, and recreation opportunities.</p> <p>Identify additional sources of public funds for affordable housing.</p>	<p>H-6.7 H-7.9 H-8.5 H-8.7 H-8.10</p>	<p>Planning Commission City Council</p>		<p>Provide financial assistance for development of at least 65 moderate and lower-income housing units by 2031.</p>

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	housing developers of available funding.					
M	<p>Incentives for Affordable Housing</p> <p>The City shall facilitate development of affordable housing through the following:</p> <ol style="list-style-type: none"> 1. Regulatory incentives, such as expediting permit processing, deferred, reduced, or waived fees, or reduced parking requirements; and 2. Providing a density bonus and concessions/incentives for developments that include affordable housing, consistent with State density bonus law. <p>The City shall publicize the above incentives to developers and/or other interested parties by providing informational fliers at the Community Development Department counter and on the City website. The City shall provide information in multiple languages on the City website.</p> <p>The City shall monitor progress toward program objectives annually in the Annual Progress Report and shall implement additional measures as necessary if the metrics are not being met.</p>	<p>During the planning period, support development of at least 115 lower- and moderate-income units:</p> <ul style="list-style-type: none"> • 81 extremely low-income units • 88 very low-income units • 109 low-income units • 95 moderate-income units <p>Provide accessible information on incentives for affordable housing development on City website.</p> <p>Meet with at least one established and bona fide developer annually to provide information on density bonus programs and other available incentives.</p>	<p>H-1.6 H-5.8 H-5.9 H-5.10 H-7.8 H-7.9 H-8.10</p>	<p>Community Development Department</p>	<p>Affordable Housing Fund General Fund CDBG Grant Federal Tax Credit Financing Section 8 Vouchers</p>	<p>Information on incentives in multiple languages: published on City website by 2024.</p> <p>Support development of at least 115 lower- and moderate-income units by 2031.</p> <p>Meet with developers annually.</p> <p>Monitor progress annually and implement changes as needed.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
N	<p>Identification and Application for Funding</p> <p>The City shall identify and apply for housing-related funding to assist in the development, rehabilitation, preservation, or acquisition of housing affordable to lower- and moderate-income households. In the pursuit of funding, the City shall create partnerships with affordable housing developers and non-profit organizations in the pursuit of competitive project-based grant opportunities.</p>	<p>Partner with affordable housing developers or non-profit agencies in the pursuit of four project-based funding opportunities in the planning period.</p> <p>Create an inventory of funding opportunities available to the City and local developers within six month of the adoption deadline.</p> <p>Provide information regarding identified funding opportunities on the City website in 2023 with annual updates thereafter.</p> <p>Contact affordable housing developers and non-profit housing agencies to explore potential funding opportunities and public-private partnerships.</p>	<p>H-1.6</p> <p>H-5.8</p> <p>H-5.10</p> <p>H-5.12</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.10</p>	<p>Community Development Department</p>	<p>CDBG grants</p> <p>Federal Tax Credit Financing</p> <p>HOME</p> <p>CalHOME</p> <p>HomeKey</p> <p>PLHA</p> <p>AHSC</p> <p>ERAP</p> <p>HHC</p>	<p>Funding applications: four in the planning period, including two by 2026</p> <p>Inventory of funding opportunities: within six months of the housing element deadline</p> <p>Information to website: 2023 with annual updates</p> <p>Engage developers/non-profits: annually</p>
O	<p>Funding to Address Nongovernmental Constraints</p> <p>The City may use CDBG funds to provide necessary on- and off-site improvements for affordable housing developments to reduce development costs. Further, as funding permits, the City may provide financial assistance to offset the cost of land acquisition for development of affordable housing.</p>	<p>During the planning period, submit competitive CDBG grant applications funds to support development of:</p> <ul style="list-style-type: none"> • 10 very low-income units • 10 low-income units • 20 moderate-income units <p>Improve public funds invested in development of affordable housing that contributes to disproportionate housing needs and</p>	<p>H-1.4</p> <p>H-1.5</p> <p>H-1.6</p> <p>H-2.3</p> <p>H-5.13</p> <p>H-5.14</p> <p>H-7.9</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	<p>Affordable Housing Fund</p> <p>General Fund</p>	<p>Facilitate CDBG funds for improvements to support development of 40 lower- and moderate-income housing units by 2031</p>

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
		disparities in access to opportunity.				
P	<p>Density Bonus Program</p> <p>The City shall continue to offer density bonuses consistent with State law for qualifying affordable housing and senior housing developments. The City shall continue to distribute and revise, as necessary, the City's informational brochure describing the density bonus provisions, and shall provide the information in multiple languages on the City website. As discussed in Program C, the City shall update Chapter 19.27 (Density Bonus) for compliance with California Government Code Sections 65915 through 65918.</p>	<p>Ensure density bonus information is easily available to the public and housing developers.</p> <p>During the planning period, implement density bonus regulations for development of:</p> <ul style="list-style-type: none"> • 15 extremely low-income units • 45 very low-income units • 65 low-income units <p>Provide informational materials on the City website and at the planning counter</p> <p>Work to overcome lack of language access by providing informational materials in multiple languages on the City website.</p>	<p>H-1.6</p> <p>H-2.2</p> <p>H-2.3</p> <p>H-2.5</p> <p>H-2.8</p> <p>H-5.8</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	Community Development Department	General Fund	<p>Annually</p> <p>Translated materials: by 2024</p> <p>Update Municipal Code within three years of Housing Element adoption (by January 2026)</p>
Q	<p>Planned Development Process</p> <p>To promote development of affordable housing units, the City shall comply with State Law that permits affordable housing applicants to propose alternative development standards, such as alternative parking standards, street improvement standards, maximum density, lot coverage, and height limits.</p>	<p>Consistent with State Law, evaluate proposed alternative development standards to support development of:</p> <ul style="list-style-type: none"> • 6 very low-income units • 10 low-income units • 40 units accessible to seniors or persons with a disability <p>Provide informational materials in on the City website by 2024.</p>	<p>H-1.6</p> <p>H-2.3</p> <p>H-3.1</p> <p>H-5.8</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p> <p>H-9.2</p>	Community Development Department	General Fund	<p>15 units by 2026.</p> <p>30 units by 2028.</p> <p>56 units within the planning period.</p> <p>Reporting: Annually.</p> <p>Information on the City website: by 2024.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	The City shall publicize State Law information on the City website.					
R	<p>Assist in Accessing Grant Funding</p> <p>The City shall offer assistance in accessing local, State, and Federal funding for affordable housing by applying for such funding, when feasible, in partnership with affordable-housing developer(s), or by providing technical assistance or documentation necessary to support an application for funding.</p>	<p>Partner with, or provide technical assistance to, affordable housing developers in the pursuit of funding to assist in development of:</p> <ul style="list-style-type: none"> • 20 very-low income units • 20 low-income units • 60 units accessible to seniors or persons with a disability <p>Address the shortage of public funds invested in development of affordable housing that contributes to disproportionate housing needs and disparities in access to opportunity</p>	<p>H-5-8 H-5.10 H-5.11 H-7.9 H-6.7 H-7.9 H-8.5 H-8.7 H-8.10</p>	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	<p>Affordable Housing Fund</p> <p>General Fund</p> <p>Federal Tax Credit Financing</p>	<p>Annually</p> <p>On-going</p>
S	<p>Partner with the Housing Authority</p> <p>The City shall continue to partner with the City of Napa Housing Authority or similar entity to take advantage of administrative resources and receive a reasonable share of federal, State, and private funding for housing.</p>	<p>Meet with the Housing Authority to explore potential partnership opportunities at least once a year.</p> <p>Obtain additional funding to address the shortage of public funds invested in development of affordable housing that contributes to disproportionate housing needs and</p>	<p>H-5.10 H-7.9 H-6.7 H-7.9 H-8.5 H-8.7 H-8.10</p>	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	<p>General Fund</p>	<p>Currently active program</p> <p>Meet with Housing Authority: annually</p>

			Implements	Responsible Party	Potential Funding Source	Timeline
	Programs	Objectives	Which Policy(ies)	Supporting Department(s)		
		disparities in access to opportunity.				
T	<p>Homebuyer Assistance Program</p> <p>The City shall continue to seek grant funding to assist first time and low-income homebuyers in purchasing housing. Program actions include down-payment assistance or the establishment of a mortgage credit certificate program.</p> <p>The City shall provide information on incentives available to homeowners in multiple languages on the City website.</p>	<p>Identify and apply for two funding opportunities.</p> <p>Depending on funding availability, provide direct assistance to eight first-time homebuyers.</p> <p>Increase opportunities for housing mobility by providing direct assistance to first-time and lower-income homebuyers.</p> <p>Work to overcome lack of language access by providing informational materials in multiple languages on the City website.</p>	<p>H-5.3</p> <p>H-5.4</p> <p>H-5.5</p> <p>H-5.10</p> <p>H-5.8</p> <p>H-5.14</p> <p>H-5.11</p> <p>H-5.12</p> <p>H-5.13</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	<p>CDBG, HOME, and other grant funding as available</p>	<p>Establish homebuyer assistance program by 2026. Identify and apply for potential funding at least twice by 2031.</p> <p>Depending on funding availability provide direct assistance to eight first-time homebuyers by 2031.</p> <p>Provide materials in multiple languages on City website within six weeks of program initiation.</p>
U	<p>Incentives for Lot Consolidation</p> <p>The City shall offer incentives, such as reduced or deferred fees, expedited processing, or modified development standards to owners of small and underutilized properties to consolidate and/or re-use small lots to create larger parcels with greater affordable housing development potential. The City will post information on its website about available incentives for lot consolidation.</p>	<p>Through a lot consolidation program, incentivize development of:</p> <ul style="list-style-type: none"> • 10 units affordable to lower incomes • 10 units accessible to seniors or persons with a disability <p>Engage developers to identify and discuss potential sites annually and as new lots are identified.</p>	<p>H-1.2</p> <p>H-1.6</p> <p>H-2.1</p> <p>H-2.3</p> <p>H-5.8</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.4</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Establish incentive policy/program: by 2025</p> <p>Engage developers: annually and as new lots are identified.</p>
V	<p>Inclusionary Housing Program</p> <p>The City shall continue to require all residential</p>	<p>Encourage development of:</p> <ul style="list-style-type: none"> • 20 very low-income units 	<p>H-1.6</p> <p>H-2.1</p> <p>H-2.3</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Annually</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	<p>projects of three or more above moderate-income units to include affordable units consistent with the Inclusionary Housing Requirements (Municipal Code Chapter 19.28). The City will encourage developers to consider providing inclusionary units that are accessible to seniors or persons with a disability.</p> <p>The City will evaluate the inclusionary housing program and identify changes or revisions necessary to increase lower-income housing supply and remove constraints to production. As part of this effort, the City will explore alternative options for developers other than in-lieu fees for meeting requirements for providing affordable units.</p>	<ul style="list-style-type: none"> • 20 low-income units • 20 moderate-income units • 20 units accessible to seniors and persons with a disability <p>At least once annually during the planning period, review and propose updates to the City’s existing inclusionary zoning ordinance to address disproportionate housing needs and disparities in access to opportunity related to housing cost factors.</p> <p>Engage with market-rate developers and organizations that represent low-income households to discuss constraints and potential revisions to the Inclusionary Housing Program annually.</p>	<p>H-5.1</p> <p>H-5.13</p> <p>H-6.7</p> <p>H-7.1</p> <p>H-7.5</p> <p>H-7.8</p> <p>H-7.9</p> <p>H-8.4</p> <p>H-8.7</p> <p>H-8.11</p>	City Council		
W	<p>Preserve At-Risk Housing</p> <p>Although no assisted affordable units are currently at-risk of conversion to market rate, the City shall monitor at-risk status of all assisted units. If units are identified as at-risk of conversion, the City shall:</p> <ul style="list-style-type: none"> • contact property owners two years from affordability expiration to discuss 	<p>Preserve all affordable units during the planning period.</p> <p>Monitor at-risk status of assisted affordable housing units annually.</p>	<p>H-6.1</p> <p>H-6.2</p> <p>H-6.4</p> <p>H-6.6</p> <p>H-6.7</p> <p>H-7.3</p> <p>H-7.9</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	General Fund	<p>Monitor At-Risk Status: annually and with changes in ownership</p> <p>Engage property owners: two years from affordability expiration</p>

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	<p>options to preserve the units as affordable housing.</p> <ul style="list-style-type: none"> • seek participation from agencies interested in purchasing and/or managing units at risk of conversion. • contact tenants and provide education regarding tenant rights and conversion procedures pursuant to California law. 					
X	<p>Mobilehome Park Rent Stabilization Program</p> <p>The City shall continue to protect the interests of residents living in existing mobile home parks by enforcing the Mobilehome Park Rent Stabilization Program (Chapter 15.04 of the Municipal Code, adopted 1995) which includes measures for rent stabilization, strict conversion standards, and relocation assistance and compensation to residents if parks are converted to another use.</p>	<p>Enforce the Mobilehome Park Rent Stabilization Program.</p> <p>Retain all affordable mobilehome park units</p>	<p>H-2.1 H-6.1 H-6.5 H-7.9 H-8.10</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Annual enforcement.</p>
Y	<p>Rental Assistance Programs</p> <p>The City shall continue to partner with the City of Napa Housing Authority in the administration of the Housing Choice Voucher program and other tenant based rental assistance programs regionally. The City shall partner with the Housing Authority to</p>	<p>Address the high cost of rent for lower income households by partnering with the Housing Authority in the administration of at least 140 housing choice vouchers regionally, including 34 at the Valley View Senior Apartments in American Canyon.</p>	<p>H-2.7 H-2.8 H-5.1 H-5.2 H-5.8 H-5.9 H-5.10 H-5.11 H-5.12</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Engage with the Housing Authority: Annually.</p> <p>Apply for funding: as available.</p> <p>Information on City website: by 2024.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	pursue additional rental assistance funding and publicize existing programs information on the City website.	Engage with the Housing Authority annually to discuss opportunities to pursue additional funds for rental assistance programs. Provide informational materials detailing existing rental assistance programs and available resources on the City website by 2024.	H-5.14 H-5.15 H-6.1 H-6.4 H-6.5 H-6.6 H-6.7 H-7.3 H-7.6 H-7.8 H-7.9 H-8.5 H-8.7 H-8.10			
Z	Senior Homeowner Assistance The City shall conduct targeted outreach to senior homeowners to inform them of the Residential Rehabilitation Loan Program, PACE Program, and other resources available to assist with home rehabilitation.	Inform seniors about City programs that assist with rehabilitation costs by providing information on the City website by 2024. Outreach directly with 100 senior homeowners during the planning period, including 50 in the first three years of the planning period. Provide technical assistance to assist 10 senior households with funding applications.	H-7.1 H-7.3 H-7.4 H-7.5 H-7.9 H-8.2 H-9.5	Community Development Department	General Fund	Release information: by 2024. Outreach to 50 homeowners by 2026 and 100 homeowners by 2031.
AA	Housing for Persons with Disabilities The City shall facilitate construction of subsidized rental housing affordable to extremely low-, very low- and low-income persons that	Encourage development of 40 affordable units accessible to persons with a disability, including 25 by 2028 Provide information on financial and	H-1.6 H-2.1 H-2.3 H-2.4 H-3.5	Community Development Department	Affordable Housing Fund General Fund	Engage with developers: annually Encourage development of 40 affordable units accessible to persons with a

3. HOUSING

	Programs	Objectives	Implements	Responsible Party		Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)			
	meet the physical and supportive service needs of persons with disabilities, including developmental disabilities, such as: handicapped accessibility; on-site supportive services and/or daily living assistance; and transportation. The City shall continue to publicize financial and regulatory incentive opportunities to developers interested in the construction of subsidized rental housing that meets the needs of persons with disabilities by providing informational fliers at the Community Development Department and in all general development application packets.	regulatory incentives to prospective developers directly and on the City website.	H-4.4 H-4.5 H-4.6 H-5.1 H-5.2 H-5.9 H-5.11 H-7.1 H-7.3 H-7.4 H-7.5 H-7.7 H-7.8 H-7.9 H-8.4 H-8.11				disability, including 25 by 2028.
BB	Outreach to Developmentally Disabled The City shall continue to work with the North Bay Regional Center to implement an outreach program informing residents of the housing and services available for persons with developmental disabilities. The City shall continue to make information available on the City website.	Provide direct outreach to 20 households with persons with a developmental disability. Provide information on available resources and the North Bay Regional Center on the City website.	H-7.1 H-7.4 H-7.5 H-7.9 H-8.1 H-8.2 H-8.4 H-8.5 H-8.6 H-8.7 H-8/10 H-8.11	Community Development Department	General Fund		Annually
CC	Facilitate Construction of Large Units The City shall encourage construction of housing	Encourage development of 40 large housing units, including 20 available	H-1.6 H-2.1 H-2.3	Community Development Department	General Fund		Encourage development of 40 large housing units, including 20

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	that includes three- and four-bedroom units affordable to extremely low-, very low-, and low-income households. The City shall continue to publicize financial and regulatory incentive opportunities to developers interested in constructing housing that includes larger affordable units by providing informational fliers at the Community Development Department and in all general development application packets. The City shall update these materials as necessary throughout the planning period.	to lower income households Review and revise the informational materials provided on the City website and at the planning division counter by 2024.	H-4.6 H-7.2 H-7.9 H-8.4 H-8.6 H-8.7 H-8.10			available to lower income households, by 2031 Update materials: by 2024
DD	Farmworker Housing The City shall continue to support regional efforts to address farmworker housing issues. The City shall also offer incentives, such as fee waivers and reduced development standards, for farmworker housing.	Provide incentives to encourage development of 25 units intended as farmworker housing. Meet bi-annually with regional partners and neighboring jurisdictions to coordinate regional efforts.	H-1.6 H-2.1 H-2.3 H-4.6 H-5.15 H-7.1 H-7.6 H-7.8 H-7.9 H-8.4 H-8.6 H-8.7 H-8.10	Community Development Department	Affordable Housing Fund General Fund	Regional coordination: biannually Encourage development of 25 units intended as farmworker housing by 2031
EE	Distribute Homeless Shelter Information The City shall provide information regarding the Napa Valley Shelter	Provide information on resources to those in need of shelter, with a goal to directly connect with 50 households in the	H-1.6 H-2.1 H-2.3	Community Development Department	General Fund	Connect with 30 households by 2028; 50 households by 2031.

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	System to City personnel and others (e.g., newspapers, churches) likely to be in contact with those needing shelter and shall direct personnel to refer such persons as appropriate.	<p>planning period, including 30 by 2028.</p> <p>Provide information and training, as necessary, to City staff in direct contact with residents experiencing homelessness.</p>	<p>H-2.4</p> <p>H-3.5</p> <p>H-4.4</p> <p>H-7.1</p> <p>H-7.8</p> <p>H-7.9</p> <p>H-8.4</p> <p>H-8.5</p> <p>H-8.6</p> <p>H-8.7</p> <p>H-8.10</p>			
FF	<p>Affirmatively Furthering Fair Housing</p> <p>The City shall address disparities in housing needs and access to opportunity for all persons regardless race, color, religion, sex, national origin, familial status, disability gender, gender identify, gender expression, sexual orientation, marital status, ancestry, veteran or military status, source of income, and genetic information as protected categories by the California Fair Employment and Housing Act (Part 2.8 [commencing with Section 12900] of Division 3 of Title 2), Section 65008, and any other state and federal fair housing and planning law.</p> <p>The City identified barriers to fair housing through the Affirmatively Furthering Fair Housing Assessment and meaningful actions to begin to proactively address factors</p>	<p>a) Identify private programs for shared living that connect those with a home and are willing to share living accommodations with those that are seeking housing, particularly persons with disabilities, seniors, students, and single person households, and provide information and links to the programs on the City website by 2024.</p> <p>b) Invest and encourage outside investment in infrastructure improvements throughout the city, particularly to increase connectivity and fill gaps. Investigate investment opportunities annually and with each update to the Capital Improvement Program.</p> <p>c) Participate in Napa Valley Transportation</p>	<p>H-1.5</p> <p>H-1.6</p> <p>H-2.1</p> <p>H-2.3</p> <p>H-2.4</p> <p>H-3.5</p> <p>H-3.6</p> <p>H-4.4</p> <p>H-7.1</p> <p>H-7.8</p> <p>H-7.9</p> <p>H-7.10</p> <p>H-8.1</p> <p>H-8.6</p> <p>H-8.7</p> <p>H-8.8</p> <p>H-8.9</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>Public Works Department</p> <p>City Manager Communications Staff</p>	<p>General Fund</p> <p>Affordable Housing Fund</p> <p>CDBG, HOME, and other Federal and State grant programs.</p>	<p>a: by 2024</p> <p>b: annually and though the CIP process</p> <p>d: annually</p> <p>e: by 2026</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	<p>contributing to fair housing barriers. Actions the City will take to address the identified barriers and foster an inclusive community include:</p> <p>Lack of language access: Programs F, H, M, P, T, and GG</p> <p>Lack of local fair housing outreach and enforcement: Programs GG and HH</p> <p>Disproportionate housing needs and disparities:</p> <p>Housing Cost: Programs H, V, FF (objective a)</p> <p>Funding: Programs K, L, M, O, R, S</p> <p>Land Use and Zoning: C, FF (objective b)</p> <p>Alternative Modes of Transportation: FF (objectives c-e)</p> <p>The City included additional AFFH objectives with this program. The City shall monitor progress toward these objectives annually in the Annual Progress Report and shall implement additional measures, as necessary.</p>	<p>Authority Transit Route Updates as they occur to encourage transit improvements to VineGo and American Canyon Transit in neighborhoods with below average walkability scores (Figure C21) and areas that are not within 0.5 miles of a transit stop.</p> <p>d) Expand the bicycle and pedestrian infrastructure network throughout the city to improve bikeability and walkability, especially in areas with below-average walkability scores, as shown on Figure C21.</p> <p>e) By 2026, update the City’s accessibility program with emphasis on improving access to public buildings, facilities and housing, and infrastructure improvements including sidewalks and pedestrian crossings to increase accessibility for all residents of the city, especially for persons with disabilities. Within this effort, engage with disability rights groups to conduct a neighborhood gap analysis.</p>				
GG	Distribute Fair Housing Information	Provide information to City staff immediately.	H-1.6 H-3.5	City of Napa Housing Authority	General Fund	Update materials and website: by 2024.

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
	<p>The City shall provide information about Housing Authority services to all City personnel and shall continue to distribute fair housing information to public agencies and establishments in American Canyon, in City buildings and other public locations (e.g., City hall, fire station, library, post office, community centers), in City mailings to residents, and on the City website. The City shall provide these materials in multiple languages.</p>	<p>Update informational materials and website content related to Housing Authority services by 2024 and annually thereafter. Provide these materials in multiple languages.</p> <p>Increase fair housing outreach through staff training, updated resource materials, and multi-language outreach (in particular, Spanish and Tagalog). Ensure materials are available at mobilehome parks.</p>	<p>H-4.4 H-7.1 H-7.8 H-7.9 H-8.1 H-8.3 H-8.7 H-8.8 H-8.9 H-8.10</p>	<p>Community Development Department Other city personnel</p>		<p>Translated materials: by 2024.</p>
<p>HH</p>	<p>Fair Housing Enforcement and Outreach</p> <p>The City shall collaborate with Fair Housing Napa Valley (FHNV), the Housing Authority, or similar entity to provide fair housing enforcement and outreach targeted residents who may experience housing discrimination, rental property owners, real estate industry representatives, and lenders.</p>	<ul style="list-style-type: none"> Participate in FHNV meetings, at least once annually, to coordinate regional responses to housing discrimination issues. At least once annually, work with FHNV to obtain feedback through a multimedia campaign, including public surveys, focused discussions, and in-person to obtain public input and feedback on fair housing issues. With FHNV, modify approach to outreach or provide information to the 	<p>H-3.5 H-4.4 H-7.1 H-7.8 H-7.9 H-8.1 H-8.7 H-8.8 H-8.9 H-8.10</p>	<p>Community Development Department Fair Housing Napa Valley</p>	<p>General Fund</p>	<p>Hold workshops at least annually</p> <p>Evaluate outreach methods annually</p> <p>Establish partnerships with community groups on an ongoing basis</p>

Programs	Objectives	Implements Which Policy(ies)	Responsible Party	Potential Funding Source	Timeline
			Supporting Department(s)		
	<p>community as needed.</p> <ul style="list-style-type: none"> • Work with the FHNV to conduct random testing at least once every five years. Specifically, with the release of the 2020 Census, determine the appropriate biases be tested in the city. • At least once a year during the 2023 – 2031 planning period, ensure the City’s contract with FHNV continues to mutually resolve rent disputes and provide education to tenants and landlords on their rights. • Conduct at least one fair housing workshop annually with targeted populations, including residents of mobilehome parks, people who speak English as a second language, seniors, and people with disabilities. • Partner with neighborhood groups and other community organizations to conduct outreach 				

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
		<p>and education activities.</p> <ul style="list-style-type: none"> Conduct an annual workshop and partner with local organizations including the Housing Authority and Fair Housing Napa Valley to present free homeownership education seminars in lower-income neighborhoods. 				
II	<p>Maintain Adequate Staffing</p> <p>The City shall maintain City staffing or contracted services at levels that are adequate to ensure continued prompt review of residential development applications. The City shall strive to affirmatively recruit a diverse and multilingual staff, as positions become available.</p>	<p>Maintain adequate staffing levels.</p> <p>Recruit a diverse and multilingual staff by considering diversity in hiring decisions and by promoting job postings in a variety of languages and on a variety of platforms.</p>	<p>H-1.6</p> <p>H-6.7</p> <p>H-7.9</p> <p>H-8.1</p> <p>H-8.5</p> <p>H-8.7</p> <p>H-8.10</p>	<p>Community Development Department</p> <p>Human Resources</p>	<p>General Fund</p>	<p>Translated job postings: by 2024.</p>
JJ	<p>Encourage Sustainable Building</p> <p>The City shall continue to encourage new residential development and rehabilitation projects incorporate sustainable building design and siting, construction, and operation. The City reduces energy consumption through the use of recycled water for new large residential, commercial, and industrial, projects; requires adherence to</p>	<p>Encourage sustainable building design in all residential development.</p> <p>Update the Building Code as necessary for compliance with periodic updates to State building code and CalGreen requirements.</p> <p>Provide information on resources and incentives on the City website.</p>	<p>H-1.6</p> <p>H-6.7</p> <p>H-8.7</p> <p>H-8.10</p> <p>H-9.1</p> <p>H-9.2</p> <p>H-9.4</p>	<p>Community Development Department</p>	<p>General Fund</p>	<p>Ongoing, with code updates, as necessary.</p>

	Programs	Objectives	Implements	Responsible Party	Potential Funding Source	Timeline
			Which Policy(ies)	Supporting Department(s)		
	the City's Zero Water Footprint Policy that requires new development to fund potable water conservation in the water distribution system to offset potable water demand from the project, or additional off-site water sources; and participates in the regional trash recycling programs. The City shall continue to enforce the Electric Vehicle Charging Ordinance to streamline permit processing.					
KK	<p>Energy Conservation Fact Sheet</p> <p>The City shall make an informational fact sheet available that will describe energy conservation measures that can be instituted in existing homes for little cost and will save energy and utility expenses.</p>	Provide and update, as necessary, information fact sheets on energy conservation measures on the City website and at the planning counter.	H-1.2 H-6.7 H-8.5 H-8.7 H-8.10 H-9.1 H-9.2 H-9.3 H-9.4 H-9.5	Community Development Department	General Fund	2024 Updated: Annually
LL	<p>Adjust Utility Allowances for Green Affordable Housing Units</p> <p>As an incentive for development of affordable housing projects, the City shall continue to work to reduce utility allowances for affordable green housing units.</p>	<p>Incentivize green affordable housing projects.</p> <p>Review and update utility allowances annually.</p>	H-1.2 H-6.7 H-8.7 H-8.10 H-9.1 H-9.2 H-9.3 H-9.4 H-9.5	<p>Community Development Department</p> <p>City of Napa Housing Authority</p>	<p>General Fund</p> <p>Affordable Housing Fund.</p>	Annually

	Programs	Objectives	Implements Which Policy(ies)	Responsible Party Supporting Department(s)	Potential Funding Source	Timeline
MM	<p>Adopt Streamlined Application Approval Procedures</p> <p>The City shall adopt written procedures for the SB 35 (Chapter 366, Statutes of 2017) Streamlined Ministerial Approval Process.</p>	<p>Create a process to facilitate review of applications submitted pursuant to SB 35.</p>	H-5.7	Community Development Department	General Fund	Within one year of Housing Element adoption
NN	<p>Pipeline Projects</p> <p>The City shall facilitate development and monitor approvals of the pending and approved projects in the 6th Cycle Sites Inventory. (See Chapter 6, Resources.) The City will coordinate with applicants to complete Planning Commission and/or City Council review for remaining entitlements, supporting funding applications, and expediting project review and issuance of construction permits. The City shall rezone or identify additional sites if pending or approved projects are not approved or do not develop at the densities anticipated in the inventory.</p>	<p>Facilitate the development of all 1,539 units anticipated to be developed in the 12 pending and approved projects in sites inventory.</p>	H-1.1 H-1.2 H-1.3 H-1.6	Community Development Department	General Fund	As needed



TITLE

Prohousing Incentive Program Update

RECOMMENDATION

Receive and file Prohousing Incentive Program Update

CONTACT

Brent Cooper, AICP, Community Development Director

BACKGROUND & ANALYSIS

The State Department of Housing and Community Development (HCD) is doing its part to help alleviate California's housing crisis through a Prohousing Incentive Program (PIP). Local communities that apply for, and achieve a Prohousing Designation by HCD are rewarded with an impactful award grant in the form of funding to accelerate affordable housing production and preservation.

The PIP is funded by the *Building Homes and Jobs Trust Fund* to create and conserve affordable housing. Established by Chapter 364, Statutes of 2017 (SB 2, Atkins), HCD will award PIP funds to eligible jurisdictions with Prohousing Designation. Additional bonus dollars will be made available based on a jurisdiction's Prohousing Designation Program application score. A list of jurisdictions that were awarded funds under the first round of awards is included as Attachment 1.

On January 23, 2024, HCD released the NOFA for the second round of the Prohousing Incentive Program (PIP Round 2). PIP Round 2 makes about \$9.5 million available for jurisdictions that receive a Prohousing Designation.

The application evaluates Prohousing Policies using the following four scoring categories:

1. Favorable Zoning and Land Use,
2. Acceleration of Housing Production Timeframes,
3. Reduction of Construction and Development Costs, and
4. Providing Financial Subsidies.

Applications must demonstrate that the City has enacted or proposed at least one policy that significantly contributes to the Acceleration of Housing Production in each of the four categories. A Prohousing Designation requires a total score of 30 points or more across all four categories.

A Prohousing Designation award would be a proud achievement for American Canyon. Among California's 480 local jurisdictions, only 47 have been designated Prohousing. A list of jurisdictions with this designation is included as Attachment 2. A draft copy of the application is included as Attachment 3.

Following the Planning Commission meeting, staff will present the draft Prohousing application and resolution of support to the City Council on May 7, 2024.

ATTACHMENTS:

1. [PIP-2023-Awardees](#)
2. [Prohousing Designated Jurisdictions 4.19.24](#)
3. [Draft Prohousing Application 2024](#)

Prohousing Incentive Pilot (PIP) Program Awardee List, NOFA issued 12/15/2022

This sheet contains a list of awardees and represents HCD's funding distribution methodology for PIP funds. For the competitive funding methodology, see PIP Guidelines Section 400. In the event of a Prohousing Designation Score tie (i.e. two or more applicants have the same score), funding priority is given to the jurisdiction with a smaller population size based on the Department of Finance's population estimates as of January 1, 2021. See §403(B).

Final Awardees List, Including Geographic and Spillover and Residual Set-Aside Amounts

Jurisdiction	Award
City of El Cerrito	\$620,000.00
City of Emeryville	\$575,000.00
City of Fresno	\$2,064,891.45
City of Los Angeles	\$4,900,000.00
City of Needles	\$445,000.00
City of Oakland	\$2,390,000.00
City of Rancho Cordova	\$960,000.00
City of Redwood City	\$890,000.00
City of Riverside	\$2,440,000.00
City of Roseville	\$1,610,000.00
City of Sacramento	\$2,500,000.00
City of Salinas	\$1,650,000.00
City of San Diego	\$5,000,000.00
City of Stockton	\$2,370,000.00
City of Ukiah	\$455,000.00
City of West Sacramento	\$970,000.00
County of San Diego	\$2,400,000.00
County of Yuba	\$960,000.00

Funding Categories: Geographic Categories, Spillover, and Spillover Combined with Remaining Geographic Funds

Region	Total
Southern California	\$13,830,894.18
Bay Area	\$4,920,747.67
San Joaquin Valley	\$2,826,020.42
Sacramento Area	\$1,666,137.82
Central Coast	\$933,642.50
North State and Sierra Nevada	\$722,476.00
Total 25% Spillover Allocation	\$8,299,972.86
Total Spillover + remaining pots	\$9,013,196.53
Total NOFA Amount	\$33,199,891.45

Geographic Categories

Southern California \$13.8M		
PDP Score	Applicant	Award Amount
54	City of San Diego	\$5,000,000.00
44	City of Riverside	\$2,440,000.00
40	San Diego County	\$2,400,000.00
40	City of Los Angeles	\$3,990,894.18

Bay Area \$4.9M		
PDP Score	Applicant	Award Amount
59	City of Emeryville	\$575,000.00
39	City of Redwood City	\$890,000.00
39	City of Oakland	\$2,390,000.00
37	City of El Cerrito	\$620,000.00

San Joaquin Valley \$2.8M		
PDP Score	Applicant	Award Amount
37	City of Stockton	\$2,370,000.00
37	City of Fresno	\$456,020.42

Sacramento Area \$1.66M		
PDP Score	Applicant	Award Amount
64	City of Sacramento	\$1,666,137.82

Central Coast \$0.9M		
PDP Score	Applicant	Award Amount
58	City of Salinas	\$933,642.50

North State and Sierra Nevada \$0.7M		
PDP Score	Applicant	Award Amount
38	City of Ukiah	\$455,000.00

Residual Set-Aside (Spillover) and Remaining Geographic Category Funds

Jurisdiction	Region	PDP Score	\$ From Spillover	Final Award
City of Sacramento	Sacramento Area	64	\$833,862.18	\$2,500,000.00
City of Salinas	Central Coast	58	\$716,357.50	\$1,650,000.00
City of West Sacramento	Sacramento Area	47	\$970,000.00	\$970,000.00
Yuba County	Sacramento Area	46	\$960,000.00	\$960,000.00
City of Rancho Cordova	Sacramento Area	46	\$960,000.00	\$960,000.00
City of Roseville	Sacramento Area	46	\$1,610,000.00	\$1,610,000.00
City of Los Angeles	Southern California	40	\$909,105.82	\$4,900,000.00
City of Needles	Southern California	37	\$445,000.00	\$445,000.00
City of Fresno	San Joaquin Valley	37	\$1,608,871.03	\$2,064,891.45

Prohousing Designated Jurisdictions

As of April 19, 2024, the following jurisdictions have earned a Prohousing Designation:

- City of Berkeley
- City of Brea
- City of Citrus Heights
- City of Crescent City
- City of El Cerrito
- City of Emeryville
- City of Eureka
- City of Fairfield
- City of Fontana
- City of Fresno
- City of Healdsburg
- City of Long Beach
- City of Los Angeles
- County of Los Angeles
- City of Moreno Valley
- City of Mountain View
- City of Needles
- City of Oakland
- City of Petaluma
- City of Pinole
- County of Placer
- City of Rancho Cordova
- City of Rancho Cucamonga
- City of Redwood City
- City of Richmond
- City of Riverside
- City of Rohnert Park
- City of Roseville
- City of Sacramento
- County of Sacramento
- City of Salinas
- City of San Diego
- City of San Luis Obispo
- City of Santa Cruz
- City of Santa Monica
- City of Santa Rosa
- County of San Diego
- County of Sonoma
- City of South Lake Tahoe
- City of South San Francisco
- City of Stockton
- County of Tulare
- City of Ukiah
- City of West Hollywood
- City of West Sacramento
- Town of Windsor
- County of Yuba

Prohousing Designation Program Application



**State of California
Governor Gavin Newsom**

**Melinda Grant, Undersecretary
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director
Department of Housing and Community Development**

**Megan Kirkeby, Deputy Director
Division of Housing Policy Development**

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Website: <https://www.hcd.ca.gov/community-development/prohousing>

Email: ProhousingPolicies@hcd.ca.gov

January 2024

Prohousing Designation Program Application Package Instructions

The applicant is applying for a Prohousing Designation under the Prohousing Designation Program (“**Prohousing**” or “**Program**”), which is administered by the Department of Housing and Community Development (“**Department**”) pursuant to Government Code section 65589.9.

The Program creates incentives for Jurisdictions that are compliant with State Housing Element Law and that have enacted Prohousing Policies. These incentives will take the form of additional points or other preference in the scoring of applications for competitive housing and infrastructure programs. The administrators of each such program will determine the value and form of the preference.

In order to be considered for a Prohousing Designation, the applicant must accurately complete all sections of this application, including any relevant appendices. The Department reserves the right to request additional clarifying information from the applicant.

This application is subject to Government Code section 65589.9 and to the regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) adopted by the Department in promulgation thereof (“**Regulations**”). All capitalized terms in this application shall have the meanings set forth in the Regulations.

All applicants must submit a complete, signed application package to the Department, in electronic format, in order to be considered for a Prohousing Designation. Please direct electronic copies of the completed application package to the following email address: ProhousingPolicies@hcd.ca.gov.

A complete application will include all items identified in the Application Checklist.

In relation to **Appendix 1**, the Formal Resolution for the Prohousing Designation Program, please use ~~strike through~~ and underline if proposing any modifications to the text of the Resolution. Please be aware, any sustentative deviations from the Formal Resolution may result in an incomplete application and will likely be subject to additional internal review and potential delays.

Appendix 2, the Proposed Policy Completion Schedule, applies only if an application includes proposed policies.

Appendix 3, Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet, includes a blank template to be completed by the applicant as part of the application, as well as a Sample Project Proposal Scoring Sheet with an example of how this template may be completed.

Appendix 4 lists examples of Prohousing Policies with enhancement factors to aid applicants in understanding how enhancement factors may be applied.

Appendix 5 is where the applicant will include any additional information and supporting documentation for the application.

If you have questions regarding this application or the Program, or if you require technical assistance in preparing this application, please email ProhousingPolicies@hcd.ca.gov.

DRAFT

Application Checklist

	Yes	No
Application Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Certification and Acknowledgement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Legislative Information form is completed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Threshold Requirements Checklist is completed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A duly adopted and certified Formal Resolution for the Prohousing Designation Program is included in the application package. (See Appendix 1 for the Formal Resolution for the Prohousing Designation Program form.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If applicable, the Proposed Policy Completion Schedule is completed. (See Appendix 2 .)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Project Proposal Scoring Sheet is completed. (See Appendix 3 for the Project Proposal Scoring Sheet and the Sample Project Proposal Scoring Sheet.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional information and supporting documentation (Applicant to provide as Appendix 5)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Application Information

Applicant (Jurisdiction):	City of American Canyon
Applicant Mailing Address:	4381 Broadway, Suite 201
City:	American Canyon
ZIP Code:	94503
Website:	https://www.cityofamericancanyon.org/
Authorized Representative Name	Jason B. Holley
Authorized Representative Title:	City Manager
Phone:	707.647.4351
Email:	jholley@cityofamericancanyon.org
Contact Person Name:	Brent Cooper
Contact Person Title:	Community Development Director
Phone:	707.647.4335
Email:	bcooper@cityofamericancanyon.org
Proposed Total Score (Based on Appendix 3):	

CERTIFICATION AND ACKNOWLEDGMENT

As authorized by the Formal Resolution for the Prohousing Designation Program (Resolution No. 2023-04), which is attached hereto and incorporated by reference as if set forth in full, I hereby submit this full and complete application on behalf of the applicant.

I certify that all information and representations set forth in this application are true and correct.

I further certify that any proposed Prohousing Policy identified herein will be enacted within two (2) years of the date of this application submittal.

I acknowledge that this application constitutes a public record under the California Public Records Act (Gov. Code, § 6250 et seq.) and is therefore subject to public disclosure by the Department.

Signature: _____

Name and Title: Brent Cooper, Community Development Director _____

Date: _____

Legislative Information

District	Number	Legislators Name(s)
State Assembly District	4	Cecilia M. Aguiar-Curry
State Senate District	3	Bill Dodd

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>

Threshold Requirements Checklist

The applicant meets the following threshold requirements in accordance with Section 6604 of the Regulations:

	Yes	No
The applicant is a Jurisdiction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has adopted a Compliant Housing Element.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has submitted or will submit a legally sufficient Annual Progress Report prior to designation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has completed or agrees to complete, on or before the relevant statutory deadlines, any rezone program or zoning that is necessary to remain in compliance with Government Code sections 65583, subdivision (c)(1), and 65584.09, subdivision (a), and with California Coastal Commission certification where appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant is in compliance, at the time of the application, with applicable state housing law, including, but not limited to those included in Government Section 65585, subdivision (j); laws relating to the imposition of school facilities fees or other requirements (Gov. Code, § 65995 et seq.); Least Cost Zoning Law (Gov. Code, § 65913.1); Permit Streamlining Act (Gov. Code, § 65920 et seq.); and provisions relating to timeliness of CEQA processing by local governments in Public Resources Code sections 21080.1, 21080.2, and 21151.5(a).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant further acknowledges and confirms that its treatment of homeless encampments on public property complies with and will continue to comply with the constitutional rights of persons experiencing homelessness and that it has submitted a one-page summary to the Department demonstrating how the applicant has enacted best practices in their jurisdiction related to the treatment of unhoused individuals camping on public property, consistent with United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments," (June 17, 2022 update), hereby incorporated by reference.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant has duly adopted and certified, by the applicant's governing body, a Formal Resolution for the Prohousing Designation Program, which is hereby incorporated by reference. (A true and correct copy of the resolution is included in this application package.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project Proposal
Category 1: Favorable Zoning and Land Use

Category	Prohousing Policy Description	Points
1A	Sufficient sites, including rezoning, to accommodate 150 percent or greater of the current or draft RHNA, whichever is greater, by total and income category. These additional sites must be identified in the Jurisdiction’s housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	3
1B	Permitting missing middle housing uses (e.g., duplexes, triplexes, and fourplexes) by right in existing low-density, single-family residential zones in a manner that exceeds the requirements of SB 9 (Chapter 162, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7).	3
1C	Sufficient sites, including rezoning, to accommodate 125 to 149 percent of the current or draft RHNA, whichever is greater, by total and income category. These points shall not be awarded if the applicant earns three points pursuant to Category (1)(A) above. These additional sites must be identified in the Jurisdiction’s housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	2
1D	Density bonus programs that allow additional density for additional affordability beyond minimum statutory requirements (Gov. Code, § 65915 et seq.).	2
1E	Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law, (Gov. Code, §§ 65852.2, 65852.22) (e.g., permitting more than one converted ADU; one detached, new construction ADU; and one JADU per single-family lot), and in a manner that exceeds the requirements of SB 9 (Chapter 192, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7). These policies shall be separate from any qualifying policies under Category (1)(B).	2
1F	Eliminating minimum parking requirements for residential development as authorized by Government Code section 65852.2; adopting vehicular parking ratios that are less than the relevant ratio thresholds at subparagraphs (A), (B), and (C) of Gov. Code section 65915, subdivision (p)(1); or adopting maximum parking requirements at or less than ratios pursuant to Gov. Code section 65915, subdivision (p).	2
1G	Zoning or incentives that are designed to increase affordable housing development in a range of types, including, but not limited to, large family units, Supportive Housing, housing for transition age foster youth, and deep affordability targeted for Extremely Low-Income Households in all parts of the Jurisdiction, with at least some of the zoning, other land use designation methods, or incentives being designed to increase affordable housing development in higher resource areas shown in the TCAC/HCD Opportunity Map, and with the Jurisdiction having confirmed that it considered and addressed potential environmental justice issues in adopting and implementing	2

	this policy, especially in areas with existing industrial and polluting uses.	
1H	Zoning or other land use designation methods to allow for residential or mixed uses in one or more non-residential zones (e.g., commercial, light industrial). Qualifying non-residential zones do not include open space or substantially similar zones.	1
1I	Modification of development standards and other applicable zoning provisions or land use designation methods to promote greater development intensity. Potential areas of focus include floor area ratio, height limits, minimum lot or unit sizes, setbacks, and allowable dwelling units per acre. These policies must be separate from any qualifying policies under Category (1)(B) above.	1
1J	Establishment of a Workforce Housing Opportunity Zone, as defined in Government Code section 65620, or a Housing Sustainability District, as defined in Government Code section 66200.	1
1K	Establishment of an inclusionary housing program requiring new developments to include housing affordable to and reserved for low- and very low-income households, consistent with the requirements of AB 1505 (Chapter 376, Statutes of 2017, Gov. Code, § 65850.01).	1
1L	Other zoning and land use actions not described in Categories (A)-(K) of this section that measurably support the Acceleration of Housing Production.	1

Project Proposal
Category 2: Acceleration of Housing Production Timeframes

Category	Prohousing Policy Description	Points
2A	Establishment of ministerial approval processes for multiple housing types, including, for example, single-family, multifamily and mixed-use housing.	3
2B	Acceleration of Housing Production through the establishment of streamlined, program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	2
2C	Documented practice of streamlining housing development at the project level, such as by enabling a by-right approval process or by utilizing statutory and categorical exemptions as authorized by applicable law, (e.g., Pub. Resources Code, §§ 21155.1, 21155.4, 21159.24, 21159.25; Gov. Code, § 65457; Cal Code Regs., tit. 14, §§ 15303, 15332; Pub. Resources Code, §§ 21094.5, 21099, 21155.2, 21159.28).	2
2D	Establishment of permitting processes that take less than four months to complete. Policies under this category must address all approvals necessary to issue building permits.	2
2E	Absence or elimination of public hearings for projects consistent with zoning and the general plan.	2
2F	Priority permit processing or reduced plan check times for homes affordable to Lower-Income Households.	1
2G	Establishment of consolidated or streamlined permit processes that minimize the levels of review and approval required for projects, and that are consistent with zoning regulations and the general plan.	1
2H	Absence, elimination, or replacement of subjective development and design standards with objective development and design standards that simplify zoning clearance and improve approval certainty and timing.	1
2I	Establishment of one-stop-shop permitting processes or a single point of contact where entitlements are coordinated across city approval functions (e.g., planning, public works, building) from entitlement application to certificate of occupancy.	1
2J	Priority permit processing or reduced plan check times for ADUs/JADUs or multifamily housing.	1
2K	Establishment of a standardized application form for all entitlement applications.	1
2L	Documented practice of publicly posting status updates on project permit approvals on the internet.	1
2M	Limitation on the total number of hearings for any project to three or fewer. Applicants that accrue points pursuant to category (2)(E) are not eligible for points under this category.	1
2N	Other policies not described in Categories (2)(A)-(M) of this section that quantifiably decrease production timeframes or promote the streamlining of approval processes.	1

Project Proposal
Category 3: Reduction of Construction and Development Costs

Category	Prohousing Policy Description	Points
3A	Waiver or significant reduction of development impact fees for residential development with units affordable to Lower-Income Households. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable housing impact fees, and commercial linkage fees).	3
3B	Adoption of policies that result in less restrictive requirements than Government Code sections 65852.2 and 65852.22 to reduce barriers for property owners to create ADUs/JADUs. Examples of qualifying policies include, but are not limited to, development standards improvements, permit processing improvements, dedicated ADU/JADU staff, technical assistance programs, and pre-approved ADU/JADU design packages.	2
3C	Adoption of other fee reduction strategies separate from Category (3)(A), including fee deferrals and reduced fees for housing for persons with special needs. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable impact fees and commercial linkage fees).	1
3D	Accelerating innovative housing production through innovative housing types (e.g., manufactured homes, recreational vehicles, park models, community ownership, and other forms of social housing) that reduce development costs.	1
3E	Measures that reduce costs for transportation-related infrastructure or programs that encourage active modes of transportation or other alternatives to automobiles. Qualifying policies include, but are not limited to, publicly funded programs to expand sidewalks or protect bike/micro-mobility lanes, creation of on-street parking for bikes, transit-related improvements, or establishment of carshare programs.	1
3F	Adoption of universal design ordinances pursuant to Health and Safety Code section 17959.	1
3G	Establishment of pre-approved or prototype plans for missing middle housing types (e.g., duplexes, triplexes, and fourplexes) in low-density, single-family residential areas.	1
3H	Adoption of ordinances that reduce barriers, beyond existing law, for the development of housing affordable to Lower-Income Households.	1
3I	Other policies not described in Categories (3)(A)-(H) of this section that quantifiably reduce construction or development costs.	1

Project Proposal
Category 4: Providing Financial Subsidies

Category	Prohousing Policy Description	Points
4A	Establishment of a housing fund or contribution of funds towards affordable housing through proceeds from approved ballot measures.	2
4B	Establishment of local housing trust funds or collaboration on a regional housing trust fund, which include the Jurisdiction's own funding contributions. The Jurisdiction must contribute to the local or regional housing trust fund regularly and significantly. For the purposes of this Category, "regularly" shall be defined as at least annually, and "significant" contributions shall be determined based on the impact the contributions have in accelerating the production of affordable housing.	2
4C	Demonstration of regular use or planned regular use of funding (e.g., federal, state, or local) for preserving assisted units at-risk of conversion to market rate uses and conversion of market rate uses to units with affordability restrictions (e.g., acquisition/rehabilitation). For the purposes of this category, "regular use" can be demonstrated through the number of units preserved annually by utilizing this funding source.	2
4D	Provide grants or low-interest loans for ADU/JADU construction affordable to Lower- and Moderate-Income Households.	2
4E	A comprehensive program that complies with the Surplus Land Act (Gov. Code, § 54220 et seq.) and that makes publicly owned land available for affordable housing, or for multifamily housing projects with the highest feasible percentage of units affordable to Lower Income Households. A qualifying program may utilize mechanisms such as land donations, land sales with significant write-downs, or below-market land leases.	2
4F	Establishment of an Enhanced Infrastructure Financing District or similar local financing tool that, to the extent feasible, directly supports housing developments in an area where at least 20 percent of the residences will be affordable to Lower-Income Households.	2
4G	Prioritization of local general funds to accelerate the production of housing affordable to Lower-Income Households.	2
4H	Directed residual redevelopment funds to accelerate the production of affordable housing.	1
4I	Development and regular (at least biennial) use of a housing subsidy pool, local or regional trust fund, or other similar funding source sufficient to facilitate and support the development of housing affordable to Lower-Income Households.	1

4J	Prioritization of local general funds for affordable housing. This point shall not be awarded if the applicant earns two points pursuant to Category (4)(G).	1
4K	Providing operating subsidies for permanent Supportive Housing.	1
4L	Providing subsidies for housing affordable to Extremely Low-Income Households.	1
4M	Other policies not described in Categories (4)(A)-(L) of this section that quantifiably promote, develop, or leverage financial resources for housing affordable to Lower-Income Households.	1

Project Proposal Enhancement Factors

The Department shall utilize enhancement factors to increase the point scores of Prohousing Policies. An individual Prohousing Policy may not use more than one enhancement factor. Each Prohousing Policy will receive extra points for enhancement factors in accordance with the chart below.

Category	Prohousing Policy Description	Points
1	The policy represents one element of a unified, multi-faceted strategy to promote multiple planning objectives, such as efficient land use, access to public transportation, housing affordable to Lower-Income Households, climate change solutions, and/or hazard mitigation.	2
2	Policies that promote development consistent with the state planning priorities pursuant to Government Code section 65041.1.	1
3	Policies that diversify planning and target community and economic development investments (housing and non-housing) toward place-based strategies for community revitalization and equitable quality of life in lower opportunity areas. Such areas include, but are not limited to, Low Resource and High Segregation & Poverty areas designated in the most recently updated TCAC/HCD Opportunity Maps, and disadvantaged communities pursuant to Health and Safety Code sections 39711 and 39715 (California Senate Bill 535 (2012)).	1
4	Policies that go beyond state law requirements in reducing displacement of Lower-Income Households and conserving existing housing stock that is affordable to Lower-Income Households.	1
5	Rezoning and other policies that support intensification of residential development in Location Efficient Communities.	1
6	Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from Environmentally Sensitive or Hazardous Areas.	1
7	Zoning policies, including inclusionary housing policies, that increase housing choices and affordability, particularly for Lower-Income Households, in High Resource and Highest Resource areas, as designated in the most recently updated TCAC/HCD Opportunity Maps.	1
8	Other policies that involve meaningful actions towards Affirmatively Furthering Fair Housing outside of those required pursuant to Government Code sections 65583, subdivision (c)(10), and 8899.50, including, but not limited to, outreach campaigns, updated zoning codes, and expanded access to financing support.	1

Project Proposal Scoring Sheet Instructions

The Department shall validate applicants' scores based on the extent to which each identified Prohousing Policy contributes to the Acceleration of Housing Production. The Department shall assess applicants' Prohousing Policies in accordance with statutory requirements and the Regulations.

The Department shall further assess applicants' Prohousing Policies using the following four scoring categories: Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, and Providing Financial Subsidies. Applicants shall demonstrate that they have enacted or proposed at least one policy that significantly contributes to the Acceleration of Housing Production in each of the four categories. A Prohousing Designation requires a total score of 30 points or more across all four categories.

Instructions

Please utilize one row of the Scoring Sheet for each Prohousing Policy.

- **Category Number:** Select the relevant category number from the relevant Project Proposal list in this application. Where appropriate, applicants may utilize a category number more than once.
- **Concise Written Description of Prohousing Policy:** Set forth a brief description of the enacted or proposed Prohousing Policy.
- **Enacted or Proposed:** Identify the Prohousing Policy as enacted or proposed. For proposed Prohousing Policies, please complete **Appendix 2: Proposed Policy Completion Schedule**.
- **Documentation Type:** For enacted Prohousing Policies, identify the relevant documentary evidence (e.g., resolution, zoning code provisions). For proposed Prohousing Policies, identify the documentation which shows that implementation of the policy is pending.
- **Web Links/Electronic Copies:** Insert the Web link(s) to the relevant documentation or indicate that electronic copies of the documentation have been attached to this application as **Appendix 5**.
- **Points:** Enter the appropriate number of points using the relevant Project Proposal list in this application.
- **Enhancement Category Number (optional):** If utilizing an enhancement factor for a particular Prohousing Policy, enter the appropriate category number using the relevant Project Proposal list in this application.
- **Enhancement Points (optional):** If utilizing an enhancement factor for a particular Prohousing Policy, enter the point(s) for that Prohousing Policy.
- **Total Points:** Add the enhancement point(s) to the Prohousing Policy's general point score.

Appendix 1: Formal Resolution for the Prohousing Designation Program

Formal Resolution for the PROHOUSING Designation Program

RESOLUTION NO. [INSERT RESOLUTION NUMBER]

**A RESOLUTION OF THE GOVERNING BODY OF
[INSERT THE NAME OF THE CITY OR COUNTY] AUTHORIZING APPLICATION TO
AND PARTICIPATION IN THE PROHOUSING DESIGNATION PROGRAM**

WHEREAS, Government Code section 65589.9 established the Prohousing Designation Program (“Program”), which creates incentives for jurisdictions that are compliant with state housing element requirements and that have enacted Prohousing local policies; and

WHEREAS, such jurisdictions will be designated Prohousing, and, as such, will receive additional points or other preference during the scoring of their competitive Applications for specified housing and infrastructure funding; and

WHEREAS, the California Department of Housing and Community Development (“Department”) has adopted regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) to implement the Program (“**Program Regulations**”), as authorized by Government Code section 65589.9, subdivision (d); and

WHEREAS, the [INSERT THE NAME OF THE CITY OR COUNTY] (“Applicant”) desires to submit an Application for a Prohousing Designation (“Application”).

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to submit an Application to the Department.
2. Applicant acknowledges and confirms that it is currently in compliance with applicable state housing law.
3. Applicant acknowledges and confirms that it will continue to comply with applicable housing laws and to refrain from enacting laws, developing policies, or taking other local governmental actions that may or do inhibit or constrain housing production. Examples of such local laws, policies, and actions include moratoriums on development; local voter approval requirements related to housing production; downzoning; and unduly restrictive or onerous zoning regulations, development standards, or permit procedures. Applicant further acknowledges and confirms that the Prohousing Policies in its Application comply with its duty to Affirmatively Further Fair Housing pursuant to Government Code sections 8899.50 and 65583. Applicant further acknowledges and confirms that its general plan is in alignment with an adopted sustainable communities strategy pursuant to Public Resources Code sections 21155-21155.4. Applicant further acknowledges and confirms that its policies for the treatment of homeless encampments on public property comply do and will continue to comply with the Constitution and that it has enacted best practices in its jurisdiction

that are consistent with the United States Interagency Council on Homelessness’ “7 Principles for Addressing Encampments” (June 17, 2022, update).

4. If the Application is approved, Applicant is hereby authorized and directed to enter into, execute, and deliver all documents required or deemed necessary or appropriate to participate in the Program, and all amendments thereto (the “Program Documents”).
5. Applicant acknowledges and agrees that it shall be subject to the Application, the terms and conditions specified in the Program Documents, the Program Regulations, and any and all other applicable law.
6. **[INSERT THE TITLE OF THE APPLICANT’S AUTHORIZED SIGNATORY]** is authorized to execute and deliver the Application and the Program Documents on behalf of the Applicant for participation in the Program.

PASSED AND ADOPTED this day of _____, 2024, by the following vote:

AYES: [Insert #] NOES: [Insert #] ABSENT: [Insert #] ABSTAIN: [Insert #]

The undersigned, [INSERT NAME AND TITLE OF SIGNATORY] of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the Applicant’s governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE:

DATE:

NAME:

TITLE:

Appendix 3: Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet

Project Proposal Scoring Sheet

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points

Sample Project Proposal Scoring Sheet

Note: This is a Sample Project Proposal Scoring Sheet; an actual submission may include more specificity when an applicant completes the “Concise Written Description of Prohousing Policy.”

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
1A	Sufficient sites, including rezoning, to accommodate 150 percent or greater of the current or draft RHNA, whichever is greater, by total and income category. These additional sites must be identified in the Jurisdiction’s housing element adequate sites inventory, consistent	E	Certified Housing Element	https://portal.laserfiche.com/Portal/DocView.aspx?id=150755&repo=r-f53bdda4	3	1	2	5

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>with Government Code section 65583, subdivisions (a)(3) and (c)(1). The City's RHNA is 622 units. The approved and planned pipeline units equals 1,539 dwelling units which equals 250% over the RHNA allocation. In addition, the City has an additional entitlement with two specific plans for a remaining additional capacity for 1,247 dwelling units.</p>							
1G	<p>Zoning that that is designed to increase affordable housing for a range of types and for extremely low-income households. On April 2nd 2024, the Council approved second reading of an ordinance to:</p> <ol style="list-style-type: none"> 1. Allow low barrier navigation centers as a permitted use in the Community Commercial (CC) zoning district in compliance with 	E	Zoning code	Electronic copy attached	2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>Government Code Section 65660 and 65668.</p> <p>2. Allow small residential care facilities as a permitted use in the Rural Residential Estate Hillside (RRH) zoning district in compliance with Government Code Section 65583.</p> <p>3. Allow manufactured housing subject only to the restrictions of single-family uses.</p> <p>4. Update Floor Area Ratio (FAR) standards in the Neighborhood Commercial (CN) and Community Commercial (CC) zoning districts to allow a minimum Floor Area Ratio (FAR) of 1.0 for projects with three to seven units or 1.25 for projects with eight to 10 units.</p>							

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>5. Remove the conditional use permit requirement for large farm employee housing in the Community Commercial CC zoning district.</p> <p>6. Update the Accessory Dwelling Unit Ordinance (American Canyon Municipal Code (ACMC) Chapter 19.39) consistent with an October 4, 2023 State of California Department of Housing and Community Development (HCD) letter.</p>							
1H	Modified development standards/other applicable zoning provisions to allow for residential uses in non-residential zones (light industrial). Residential uses up to 20 du/acre are allowed in the Community Commercial zoning district and Neighborhood	E	Zoning code Broadway District Specific Plan	Zoning Ordinance https://law.cityofamericacanyon.org/us/ca/cities/american-canyon/code/19.11.020 Broadway District Specific Plan	1	6	1	2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	Commercial zoning district. Residential uses up to 35 du/acre are allowed in the Broadway District Business Park, Local Serving Mixed Use, and Downtown Core zoning districts.			https://portal.laserfiche.com/Portal/DocView.aspx?id=65293&repo=r-f53bdda4				
11	Modification of development standards and other applicable zoning provisions or land use designation methods to promote greater development intensity. Potential areas of focus include floor area ratio, height limits, minimum lot or unit sizes, setbacks, and allowable dwelling units per acre. These policies must be separate from any qualifying policies under Category (1)(B) above. Watson Ranch Specific Plan High Density Zoning has no density limit.	E	Specific Plan	Watson Ranch Specific Plan https://portal.laserfiche.com/Portal/DocView.aspx?id=60611&repo=r-f53bdda4	1			1

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
1K	<p>Establishment of an inclusionary housing program requiring new developments to include housing affordable to and reserved for low- and very low-income households, consistent with the requirements of AB 1505 (Chapter 376, Statutes of 2017, Gov. Code, § 65850.01).</p> <p>Zoning Code Chapter 19.28 requires Rental projects subject to the provisions of this chapter shall provide a number of inclusionary units equal to at least five percent of applicable project units (per this chapter) at prices or rents affordable to very low-income households, five percent affordable to low-income households, and five percent to moderate income households.</p>	E	Zoning Code Chapter 19.28	<p>Inclusionary Housing Ordinance https://law.cityofamericanyon.org/us/ca/cities/american-canyon/code/19.28</p>	1			1

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	Ownership projects subject to the provisions of this chapter shall provide a number of inclusionary units equal to at least ten percent of applicable project units (per this chapter) at prices or rents affordable to lower-income households.							
1L	Other zoning and land use actions that measurably support the Acceleration of Housing Production. Since 2020, the City implemented an on-line application submittal and processing system.	E		Virtual City Hall On-Line Application	1			1
2A	Establishment of ministerial approval processes for multiple housing types, including, for example, single-family, multifamily and mixed-use housing. The Design Permit application has been used to identify the	P	Zoning Code	Design Permit Application https://law.cityofamericancanyon.org/us/ca/cities/american-canyon/code/19.41	3			3

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>project's compliance with zoning code and other adopted objective standards. The city's record of application review shows that there has not been any subjective judgment in deciding whether or how the project should be carried out.</p> <p>Housing Element Implementation Measure C specifically identified the need to revise the Design Permit application to remove subjective language.</p>							
2B	Streamlined program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	E	<p>Broadway District Specific Plan Program EIR</p> <p>Watson Ranch Program EIR</p>	<p>Broadway District Specific Plan Program EIR: https://portal.laserfiche.com/Portal/DocView.aspx?id=114163&repo=r-f53bdda4</p> <p>Watson Ranch Program EIR: https://app.laserfiche.com/la</p>	2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
				serfiche/DocView.aspx?repo=f53bdda4&customerid=747284181&id=75242				
2C	<p>The City has a documented practice of streamlining housing development at the project level, such as by enabling a by-right approval process or by utilizing statutory and categorical exemptions as authorized by applicable law, (e.g., Pub. Resources Code, §§ 21155.1, 21155.4, 21159.24, 21159.25; Gov. Code, § 65457; Cal Code Regs., tit. 14, §§ 15303, 15332; Pub. Resources Code, §§ 21094.5, 21099, 21155.2, 21159.28).</p> <p>Projects include: Napa Cove Affordable Apartment Project was consistent with the Broadway District Specific Plan EIR and</p>	E	Resolution		2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>Categorically Exempt from CEQA.</p> <p>Lemos Pointe Apartments, Artisan Single Family, Harvest Single Family, Promontory Single Family and ADU, NV Ruins & Gardens Condominiums were all deemed consistent with the Watson Ranch Program EIR.</p>							
2G	<p>Consolidated permit processes that minimize the levels of review and approval required for projects.</p> <p>The City uses Program EIRs for residential projects and Negative Declarations for multi-phased projects (i.e.: GPA/Zone Change, Design Permit, Subdivision). Examples include Broadway District Specific Plan PEIR, Watson Ranch PEIR, and Oat Hill Residential Negative Declaration</p>	E	Program EIR, Negative Declaration	Electronic copy attached	1			1

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
2I	Established a one-stop-shop permitting process.	P	Resolution	Electronic copy attached	1			1
2K	Establishment of a standardized application form for all entitlement applications.	E	Application Form	Entitlement Application form: https://portal.laserfiche.com/f0791/forms/planningentitlement	1			1
2L	Documented practice of publicly posting status updates on project approvals on the internet. All proposed, approved, and projects under construction are identified on our website.	E	Project Status Posting Webpage	Status Posting Webpage: https://www.cityofamerica.com/government/community-development/development-projects	1			1
2N	Other actions that quantifiably decrease production timeframes. The City has a completely on-line development application and building permit processing system.	E	Zoning code	Online Planning Entitlement Webpage: https://portal.laserfiche.com/f0791/forms/planningentitlement	1			1

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	<p>In addition, the City has a standing weekly "Project Review Committee" meeting of all agency staff (Planning, Fire, Public Works, Police, Weights and Measures, School District, Water and Sewer Agency, Building & Safety) to meet with applicants, discuss projects, maintain timeframes, and resolve issues related to development and housing.</p>			<p>Permit Processing Portal Webpage: https://www.cityofamericanca.org/government/virtual-city-hall/building-construction-virtual-services</p> <p>Sample Project Review Committee Meeting Agenda Electronic copy attached</p>				
3B	<p>Adopted policies that result in less restrictive requirements than Government Code sections 65852.2 and 65852.22.</p> <p>The City is a member of the Napa Sonoma ADU Center and has authorized pre-</p>	E	Membership in Napa Sonoma ADU Center.	<p>Napa Sonoma ADU Center Website: https://napasonomaadu.org/</p>	2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	approved ADU design packages							
4B	Local housing trust funds. The City adopted an affordable housing nexus fee assessed on new non-residential development and on residential development when the applicant demonstrates that on-site inclusionary is infeasible.	E	Resolution	https://portal.laserfiche.com/Portal/DocView.aspx?id=41635&repo=r-f53bdda4	2			2
4D	Provide grants or low-interest loans for ADU/JADU construction affordable to Lower- and Moderate-Income Households. In partnership with the city of Napa, American Canyon allocated (SB 2) Permanent Local Housing Allocation (PLHA) program funds for technical assistance and below market rate forgivable/deferred financing to create ADU	E	Resolution	Website Resolution https://portal.laserfiche.com/Portal/DocView.aspx?id=69505&repo=r-f53bdda4	2			2

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents <u>or</u> Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
	or a Junior ADU (JADU)s							
4M	Other actions that leverage financial resources for housing The City consistently obtains grants for low income home repairs and first time homebuyers. The City has a longstanding contract with the City of Napa to provide Housing Assistance and Grant Administration Services.	E	Interagency Contract		1			1
TOTAL					28		3	31

Appendix 4: Examples of Prohousing Policies with Enhancement Factors

If a Prohousing Policy incorporates any of the enhancement factors specified in the Project Proposal Enhancement Factors chart, it will receive extra points as indicated therein. Examples of such qualifying Prohousing Policies include the following:

Category 1: Favorable Zoning and Land Use

- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in Location Efficient Communities.
- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Rezoning to accommodate 125 to 149 percent of the Regional Housing Needs Allocation in downtown commercial corridors or other infill locations.
- Expanding density bonus programs to exceed statutory requirements by 10 percent or more in Location Efficient Communities.
- Reducing or eliminating parking requirements for residential development as authorized by Government Code section 65852.2 in Location Efficient Communities.
- Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Modification of development standards and other applicable zoning provisions to promote greater development intensity in downtown commercial corridors or other infill locations.
- Coupling rezoning actions with policies that go beyond state law requirements in reducing displacement of lower-income households and conserving existing housing stock that is affordable to lower-income households.

Category 2: Acceleration of Housing Production Timeframes

- Ministerial approval processes for multifamily housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Streamlined, program-level CEQA analysis and certification of specific plans in Location Efficient Communities.
- Documented practice of streamlining housing development at the project level in downtown commercial corridors and other infill locations.
- Expedited permit processing for housing affordable to lower-income households in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

Category 3: Reduction of Construction and Development Costs

- Fee waivers for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Fee waivers or reductions for higher density housing in downtown commercial corridors or other infill locations.
- Measures that reduce costs and leverage financial resources for transportation-related infrastructure or programs in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Adoption of universal design ordinances to increase housing choices and affordability for persons with disabilities in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Permitting innovative housing types, such as manufactured homes, recreational vehicles or park models, in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

Category 4: Providing Financial Subsidies

- Targeting local housing trust funds to acquisition or rehabilitation of existing affordable units, or to affordable units at risk of converting to market rate uses, in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Marketing grants and other financial products for ADUs/JADUs in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Utilizing publicly owned land for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Establishment of an Enhanced Infrastructure Financing District or similar local financing tool in a Low Resource or High Segregation & Poverty area (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Directing residual redevelopment funds or general funds to conservation or preservation of affordable housing in areas at high risk of displacement.

Appendix 5: Additional Information and Supporting Documentation

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**City of American Canyon
Active Community Development Projects
April 2024**

Project Applications Under Review						
No.	Project Name	Applicant	Description	Location/Area	Application Status	Planner
1.	The Lodge Apartments Gated Entry Minor Modification (PL24-0005)	The Lodge Apartments	Install automatic vehicular gates at the Eucalyptus Drive entrance and secondary entrance off Main Street Park.	5500 Eucalyptus Drive	2/13/24 Application submitted 3/15/24 Comments to applicant	William He
2.	Copart Electric Fence Minor Modification (PL24-0004)	Amarok Ultimate Perimeter Security	Install an electrified security fence around the Copart perimeter behind the screen fence.	1660 Green Island Road	2/21/24 Application submitted 3/15/24 Application approved	William He
3.	Sun Square Site Plan Minor Modification (PL24-0003)	A Bright Future, Inc.	Modify site plan to reduce 1 parking space, revise landscaping plan, and widen sidewalk along front setback.	425 Napa Junction Road	1/29/24 Application submitted 2/28/24 Comments to applicant	William He
4.	Napa Junction Solar Minor Modification (PL24-0002)	Hess Development	Modify site plan with changes to the number of PV canopies, RV parking spaces, and circulation lanes.	5381 Broadway	1/23/24 Application submitted 2/28/24 Comments to applicant	William He
5.	SDG Commerce 217 Distribution Center Minor Modification (PL23-0022)	SDG Commerce 217, LLC	Revision to conduct additional wine production activities at the new 217,000 SF distribution warehouse.	1075 Commerce Court 10.39 acres	11/7/23 Application submitted 11/30/23 Will Serve and Use Determination Approved 2/14/24 Staff approved the trip generation rates.	William He
6.	Canyon Café Food Truck Design Permit (PL23-0020)	Michael Lara	Park a Stationary Food Truck at the front of Canyon Café restaurant with operating hours: Mon - Sun, 7am - 11pm	3845 Broadway 0.63 acres	10/2/23 Application submitted 10/12/23 Comments to applicant	William He

Project Applications Under Review						
No.	Project Name	Applicant	Description	Location/Area	Application Status	Planner
7.	SDG 220 Conditional Use Permit (PL23-0017)	SDG Commerce 220, LLC	Conditional Use Permit for a 220,000 square foot wine warehouse.	1055 Commerce Court 10.17 acres	8/3/23 Application submitted 8/30/23 Comments to applicant 10/6/23 Application resubmitted 10/27/23 EIR 30-day NOP Comment period begins 11/7/23 Comments to applicant 11/17/23 EIR NOP Scoping Meeting 11/27/23 EIR NOP Comment Period ends 1/12/24 Preparing an administrative draft EIR	William He
8.	Crown Hill Minor Modification (PL23-0012)	Crown Hill Stone Supply, LLC	Construct a 4,800 square foot storage building.	650 Green Island Road 5.88 acres	5/22/23 Application submitted 6/13/23 Comments to applicant 1/29/24 Staff checked in with the applicant on project status	William He
9.	Crawford Way Multifamily Residential (PL23-0003)	Yeh Area Group	A 100-unit Townhome style apartment homes with sixteen 3-story buildings including a mix of 68 two-bedroom and 32 three-bedroom units.	Northwest corner Crawford Way/SR-29 4.276 acres	1/25/23 Application submitted 2/27/23 Comments to applicant 7/19/23 Application resubmitted 8/16/23 Comments to applicant 12/12/23 Staff checked in with the applicant on project status. 1/25/24 Applicant resubmitted 2/23/24 Comments to applicant	William He
10.	Ibarra Terminal Conditional Use Permit (PL22-0032)	Ibarra Trucking	Convert an existing residential site into a trucking office with equipment and vehicle storage.	1190 Green Island Road 1.56 acres	12/6/22 Application submitted 12/16/22 Comments to applicant 12/12/23 Staff checked in with applicant on project status	William He

Project Applications Under Review						
No.	Project Name	Applicant	Description	Location/Area	Application Status	Planner
11.	Napa Junction Mini-Storage Design Permit (PL22-0031)	RH Hess Development	Redevelop and industrial site into a mini-warehouse project.	4484 Hess Drive 8.41 acres	11/10/22 Application submitted 11/16/22 Applicant placed project on Hold 9/5/23 Application resubmitted 9/29/23 Comments to applicant 12/7/23 Application resubmitted 1/8/24 Comments to applicant 1/24/24 Application resubmitted 3/28/24 PC Review scheduled	William He
12.	Watson Ranch Lot 8 Subdivision (PL22-0024)	American Canyon I, LLC	Development of 25 single-family residential lots in a 2.17-acre site in Watson Ranch	North of Watson Ranch Lot 10 (Harvest) Subdivision 2.17 acres	9/16/22 Application submitted 9/23/22 Comments to applicant 6/5/23 Applicant placed project on hold 3/6/24 Application resubmitted 3/28/24 PC Review scheduled	William He
13.	Giovannoni Logistics Center Development Agreement (PL22-0018)	Buzz Oates Construction	Proposed Development Agreement to extend the term of proposed entitlements	East and West of Devlin Road, north of Green Island Road 200 acres	8/1/22 Application submitted 9/1/22 Application on hold pending entitlement approvals	Brent Cooper
14.	Residences at Napa Junction (PL22-0011)	American Canyon Ventures LLC	453 multi-family rental dwellings with associated parking and amenities.	1000 Reliant Way 15 acres	5/2/22 Application submitted 6/1/22 Comments to applicant 7/22/22 Application resubmitted 8/19/22 Comments to applicant 1/11/23 Application resubmitted 2/9/23 Comments to applicant 7/11/23 30-Day NOP Completed 8/11/23 Admin Draft EIR Preparation 1/29/24 Staff checked in with the applicant on project status	William He

Major Building/Grading Permits					
Project Name	Description	Location	Area	Status	Staff Liaison
1. Sun Square Wing A Building (BP24-0131)	A 5,781 square foot 2-story building with 5 apartments and office space.	425 Napa Junction Road	1.0 acre	3/8/24 Application submitted 3/25/24 Comments to applicant	Joshua Anderson
2. Hampton Inn Building Permit (BP24-0124)	Construction permits for a new 3-story, 106 room Hampton Inn Hotel.	3443 Broadway	2.52 acres	3/5/24 Application submitted 4/11/24 Comments to applicant	Joshua Anderson
3. Hampton Inn Improvement Plans (DV23-0002)	Site improvements for a 3-story, 106 room Hampton Inn Hotel.	3443 Broadway	2.52 acres	1/24/23 Application submitted 3/17/23 Comments to applicant 9/21/23 Water Supply Report approved 12/12/23 Staff contacted applicant for a project status update	Edison Bisnar
4. Chicken Guy Improvement Plan (DV23-0015)	Chandi Hospitality	New 2,818 sqft restaurant	200 American Canyon Road 1.03 acres	8/16/23 Application submitted 9/5/23 Plans submitted 3/6/24 Improvement Plan Approved	Edison Bisnar
5. Chicken Guy Building Permit (BP23-0616)	Chandi Hospitality	New 2,818 sqft restaurant	200 American Canyon Road 1.03 acres	8/15/23 Application submitted 9/5/23 Comments to applicant 11/1/23 Plans submitted 11/15/23 Comments to applicant 3/7/24 Permit Issued	Joshua Anderson
6. Napa Valley Ruins and Gardens Building Retrofit (BP23-0010)	Level 1 and level 2 retrofit of Buildings 2, 3, 4, 5, 7 at the American Canyon Ruins.	Southwest corner Rio Del Mar East/Rolling Hills Drive	29 acres	1/4/23 Application submitted 1/20/23 Comments to applicant 9/28/23 Status outreach to applicant	Joshua Anderson
7. Oat Hill Domaine Mass Grading (DV22-0004)	Mass grading for Parcel A and B	Western terminus Napa Junction Road	20.8 acres	10/20/22 Grading Permit Approved	Edison Bisnar

8. Oat Hill Domaine Residential Building Plan Check (BP22-0733)	Plan check for the 15-Unit Apartment Building (Bldg 100)	Western terminus Napa Junction Road	N/A	1/11/23 Application submitted 2/8/23 Comments to applicant 4/14/23 Permit resubmitted 12/12/23 Resubmittal received	Joshua Anderson
9. Oat Hill Domaine Residential Building Plan Check (BP22-0736)	Plan check for the 18-Unit Apartment Building (Bldg 200)	Western terminus Napa Junction Road	N/A	1/11/23 Application submitted 2/8/23 Comments to applicant 4/14/23 Permit resubmitted 12/12/23 Resubmittal received	Joshua Anderson
10. Oat Hill Domaine Parcel B Building Permit BP23-0842	Construction permit for an 18-Unit Apartment Building (Bldg 200)	400 Chennault Way	N/A	3/15/24 Permit Issued	Joshua Anderson
11. Oat Hill Domaine Parcel A Improvement Plan (DV22-0005)	Precise grading, utilities for the Oat Hill Residential Project	Western terminus Napa Junction Road	10 acres	12/8/22 Application submitted 1/5/23 Comments to applicant 12/20/23 Improvement Plans approved	Edison Bisnar
12. Oat Hill Domaine Parcel B Improvement Plan (DV22-0007)	Precise grading, utilities for the Oat Hill Residential Project	Western terminus Napa Junction Road	10.8 acres	12/8/22 Application submitted 1/5/23 Comments to applicant 8/15/23 Improvement Plans approved	Edison Bisnar
13. Oat Hill Domaine Parcel B Clubhouse Building Permit (BP22-0734)	Clubhouse building on Parcel B (Lower Parcel)	100 Chennault Way	N/A	12/15/22 Application submitted 8/15/23 Improvement Plan DV22-0007 approved 1/29/24 Response to Building comments outstanding 2/26/24 Permit Issued	Joshua Anderson
14. Oat Hill Domaine Parcel A Maintenance Building Permit (BP22-0737)	Maintenance building on Parcel A (Upper Parcel)	801 Opus Way	N/A	12/15/22 Application submitted 9/29/23 Requires Improvement Plan DV22-0006 approval and conditions of approval satisfied	Joshua Anderson
15. Oat Hill Domaine Parcel A Pool Building Permit (BP22-0739)	Pool building on Parcel A (Upper Parcel)	301 Opus Way	N/A	12/15/22 Application submitted 9/29/23 Requires Improvement Plan DV22-0006 approval and conditions of approval satisfied	Joshua Anderson

Major Building/Grading Permits					
Project Name	Description	Location	Area	Status	Staff Liaison
16. Oat Hill Domaine Parcel A Clubhouse Building Permit (BP22-0740)	Clubhouse building on Parcel A (Upper Parcel)	300 Opus Way	N/A	12/15/22 Application submitted 9/29/23 Requires Improvement Plan DV22-0006 approval and conditions of approval satisfied	Joshua Anderson
17. SDG 217 Warehouse Building Permit (BP22-0436)	Building Permit for a 217,294 sqft warehouse	1075 Commerce Ct	10.38 acres	8/18/22 Application submitted 4/10/23 Permit issued	Joshua Anderson
18. Napa Cove Improvement Plans and Grading (DV22-0001)	Grading and Improvement plans for the Napa Cove Apartment project.	3787 Broadway	3.48 acres	1/18/22 Application submitted 2/4/22 First Plan check 3/21/22 Grading permit approved	Edison Bisnar
19. Napa Cove Building Permits (BP22-0017, 0018, 0019)	Building Permits for the Napa Cove Apartment Project	3787 Broadway	3.48 acres	1/19/22 Application submitted 2/1/22 First Plan check 3/21/22 Permits issued	Joshua Anderson
20. PG&E Regional Center Improvement Plans (DV21-0018)	Improvement plans for the PG&E Regional Center	500 Boone Drive	24.5 acres	10/19/21 Application submitted 12/01/21 First Plan Check 01/13/22 Second Plan Check 02/14/22 Third Plan Check 02/22/22 Improvement Plans Approved	Edison Bisnar
21. Watson Ranch Lot 10 Harvest Rough grading and Subdivision Improvement Plans (DV21-0014, 0015)	Rough grading and site improvements for WRSP Lot 10 Harvest	Northeast corner Marcus Road/Rio Del Mar East	27.17 acres	11/08/21 Application submitted 12/08/21 First Plan Check 01/03/22 Second Submittal 01/13/22 Second Plan Check 01/21/22 Third Submittal 1/24/22 Rough Grading Permit approved	Edison Bisnar
22. Watson Ranch Lot 10 Harvest Model Home Building Permits (BP21- 0522, 0523)	Harvest Model Homes for Watson Ranch Lot 10	Northeast corner Marcus Road/Rio Del Mar East	27.17 acres	12/02/21 Application submitted 12/20/21 First Plan Check 02/10/22 Second Submittal 2/18/22 Second Plan Check 4/5/22 Applicant Submittal 4/7/22 Permit approved 9/7/22 Permit approved	Joshua Anderson

Major Building/Grading Permits					
Project Name	Description	Location	Area	Status	Staff Liaison
23. Lemos Pointe Building Permit (BP21-0291 – BP21- 0298)	186 modular affordable apartment units	Northwest corner Marcus Road/Rio Del Mar East	6.7 acres	6/28/21 Application submitted 11/23/21 Building Permits issued	Joshua Anderson
24. Lemos Pointe Grading Permit (DV21-0007)	Rough grading for the Lemos Point Apartment Project	Northwest corner Loop Road/Rio Del Mar	6.7 acres	6/9/21 Application submitted 8/9/21 Application approved.	Edison Bisnar
25. Watson Ranch Lot 14/15 (Artisan) Model Home Building Permits (BP21-0513, 0514, 0515)	Model Homes for Watson Ranch Lot 14/15.	Northern terminus of Summerwood	11.97 acres	11/30/21 Application submitted 5/4/22 Permits approved 9/1/22 Permits issued 5/30/23 15 homes finalized	Joshua Anderson
26. Home2Suites Building Permit (BP19-0499)	Building permit for 102 room hotel.	3701 Main Street	2.0 acres	12/3/19 Application submitted 8/9/22 BP Issued	Interwest
27. Fume Commercial Cannabis Will Serve (DV20-0014)	Extend reclaimed water line to supply irrigation demand of the project.	180 Klamath Court	1.37 acres	12/16/20 Will serve and wastewater study received 1/28/21 PC approved the CUP 3/26/21 Will Serve comments to the applicant.	Edison Bisnar
28. Amazon vehicle chargers (BP23-0155)	Install 416 Level 2 and 3 fleet vehicle chargers and associated electrical.	300 Boone Drive	58 acres	3/6/23 Application submitted 3/29/24 Application approved	Joshua Anderson

Major Building/Grading Permits					
Project Name	Description	Location	Area	Status	Staff Liaison
27. Canyon Estates (DV18-0023)	Improvement plans, grading plans, potable water pump station plans and Final Map.	Northeast corner Silver Oak/ Newell Drive	35 acres	10/31/18 Applicant submitted 4/17/19 3 rd submittal received 5/22/19 Pump station submittal received 6/13/19 Grading and Improvement Plan Comments to applicant 7/14/20 Preconstruction meeting 3/19/21 Preconstruction meeting 9/1/23 On-site civil improvements and off-site water and recycled water complete. Newell Drive improvements 95% complete.	Edison Bisnar
28. 236 Canyon Estates Court (BP23-0823)	Building Permit for a new single-family house and ADU.	236 Canyon Estates Court	0.53 acres	12/7/23 Application Submitted 1/2/24 Comments to applicant 3/22/24 Submittal received 4/3/24 Comments to applicant	Joshua Anderson
29. Copart (DV20-0008)	Grading permit for an auto storage lot and office building Conditional Use Permit PL18-0019.	1587 and 1660 Green Island Road	20 acres	4/23/20 On-site private wastewater treatment system application submitted to the County 5/12/22 Grading Permit approved 11/10/22 Civil Improvements are 75% complete	Edison Bisnar
29. Copart (BP22-0022)	Remodel an existing building into the Copart office.	1587 and 1660 Green Island Road	20 acres	1/20/22 Application Submitted 7/24/23 Permit issued	
30. Home2Suites Will Serve and Improvement Plan (DV19- 0015)	Will serve application and improvement plans for a 102-room hotel.	3701 Main Street	2.0 acres	9/5/19 Will Serve Application submitted 5/25/20 Improvement Plan Application submitted 6/10/21 Improvement Plan approved 8/10/22 2nd Change Plan Approved	Edison Bisnar

Major Building/Grading Permits					
Project Name	Description	Location	Area	Status	Staff Liaison
31. PG&E Regional Center Improvement Plans (DV21-0018)	Turner Construction	Improvement plans for the PG&E Regional Center	500 Boone 24.5 acres	10/19/21 Application submitted 2/23/22 Improvement Plans approved	Edison Bisnar
32. Single Family Home Improvement Plans (DV21-0019)	Hoi Wong	Improvement plan for a new single-family home.	219 Rio Del Mar 0.66 acres	11/17/21 Application submitted 5/12/22 Second Plan Check comments 9/23/22 Applicant explained project is on Hold	Edison Bisnar

Major City-Initiated Projects					
Project Name	Description	Location	Area	Status	Staff
1. Design Permit Ordinance Update (PL24-0007)	Revise the Design Permit application process to remove subjective criteria.	Citywide	N/A	4/25/24 Planning Commission hearing	Brent Cooper
2. Prohousing Designation	Identify adopted Prohousing policies to qualify for certification as Prohousing by State HCD.	Citywide	N/A	4/25/24 Planning Commission presentation	Brent Cooper
3. Accessory Dwelling Unit Ordinance update and Housing Element Implementation	Amendments to the ADU Ordinance that respond to comments from HCD	Citywide	N/A	10/4/23 Comment letter from HCD 1/10/24 Drafting updates. 2/22/24 PC Hearing date 3/19/24 City Council First Reading 4/2/24 City Council Final Reading	Brent Cooper
4. Density Bonus Ordinance Update	Amendments to the Density Bonus Ordinance and Municipal Code updates to implement the Housing Element	Citywide	N/A	1/10/24 Drafting updates.	Brent Cooper
5. Comprehensive General Plan Update	Review and update to bring the General Plan into conformance with current State standards and community values	Citywide	N/A	7/1/19 Drafting a Request for Proposal (RFP) 1/13/22 Modified "fast-track" technical update scope approved 6/7/22 City Council NOP approved 9/1/22 Administrative draft elements reviewed by staff 3/15/23 Administrative draft EIR received. 9/19/23 CC Land Use Map Review	Brent Cooper

Major City-Initiated Projects					
Project Name	Description	Location	Area	Status	Staff
6. Paoli/Watson Lane Annexation (PL19-0003)	General Plan Amendment, rezoning, and annexation of the Paoli/Watson Lane Property.	Southeast of Paoli Loop/SR-29	80 acres	9/5/17 City Council authorization to proceed 5/28/20 City received a Property Owner notice of intent to circulate a petition to annex the Paoli Loop/Watson Lane Property. 5/16/22 Annexation efforts returned to City initiated. Consultant preparing CEQA scope documents. 9/7/22 NOP Comment period begins 9/21/22 NOP Workshop 3/14/23 45-Day EIR Review period begins. Ends on 4/28/23. 4/27/23 PC EIR Workshop 5/1/23 Preparing Response to Comments 10/26/23 PC Hearing 11/7/23 CC EIR, GPA, ZC First Reading approved 11/14/23 ALUC Application submitted 2/2/24 ALUC Application approved 2/20/24 Prezoning 2 nd Reading approved	City Manager

Major Regional Projects					
Project Name	Description	Location	Area	Status	Staff Liaison
2. Regional Working Group on Climate Change	Countywide Working Group to evaluate efforts to adopt policies that will combat climate change.	Countywide	N/A	1/16/24 City approved a General Fund appropriation for City’s share to prepare a Regional climate Action and Adaptation Plan (RCAAP)	Leon Garcia Mark Joseph
3. Napa Valley Transportation Authority Highway 29 PID Study	Project Initiation Document (PID) for Highway 29 through American Canyon	American Canyon	N/A	10/4/21 NVTA and American Canyon workshop 2/16/22 NVTA Board of Directors voted to remove the six-lane option from future study. 1/16/24 City approved Cooperative Agreement 04-2957 with Caltrans and NVTA for Project Approval and Environmental Document phase	Danielle Schmitz (NVTA)
4. Napa County Airport Land Use Compatibility Plan Update	Napa County Airport Land Use Compatibility Plan Update and associated CEQA documentation	Napa County Airport Compatibility Zones	N/A	January 2021 Board of Supervisors initiated Airport Land Use Compatibility Plan update 12/13/22 County selects aviation consultant Mead and Hunt 2/1/23 First working group meeting 4/12/23 Second meeting 6/22/23 Third meeting 11/16/23 Fourth meeting 12/14/23 City comments to Napa County	Brent Cooper