



St. Helena General Plan Update  
Housing Element  
Goals, Policies, and Five-Year Action  
Plan

ADMINISTRATIVE DRAFT

Prepared in June 2009 by



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## HOUSING ELEMENT

### ADMINISTRATIVE DRAFT

#### **A. Purpose of the Element**

Housing Elements are one of seven General Plan Elements required by section 65302(c) of the California Government Code. Specific requirements for Housing Elements are set forth beginning at section 65580 of the Government Code, with additional guidance provided by the State Department of Housing and Community Development (HCD).

The purpose of the Housing Element is to establish a comprehensive plan to address housing needs in St. Helena over the five-year planning period between July 1, 2009 and June 30, 2014. The Housing Element sets the community goals, and policies surrounding the development, rehabilitation, and preservation of housing units to meet the needs of St. Helena residents (present and future), and every jurisdiction in the State of California is required to submit a Housing Element to the Department of Housing and Community Development (HCD) for review and certification. St. Helena is a member of the Association of Bay Area Association of Governments and, therefore, must submit an updated Housing Element to HCD by June 30, 2009.

#### **B. Element Specific Components**

The 2009 St. Helena Housing Element Update consists of two parts; the Housing Needs Assessment, and this Housing Element Policy Document. The Housing Needs Assessment identifies and analyzes the existing and projected housing needs for St. Helena and also provides a list of sites for housing development that are adequate to accommodate the City's regional housing needs allocation. The Housing Policy Document states goals, policies, quantified objectives, and implementing actions for the development, rehabilitation, and preservation of housing, based upon the findings of the Housing Needs Assessment and input received through the public outreach that the City incorporated into the Housing Element Update process. Then, throughout the five-year planning period, St. Helena will implement the actions specified in the Policy Document to meet the community's housing goals.

## **C. Key Findings and Recommendations**

The following section summarizes the key findings in the Housing Needs Assessment and outlines the resulting policy recommendations.

### **Review of Existing Housing Element**

Since the City of St. Helena adopted the Housing Element Update in 2002, the City has successfully removed many of the previously identified governmental constraints to housing production, maintenance, and rehabilitation, and increased the funding for, and production of affordable housing, with assistance from the private sector under Municipal Code Chapter 17.146 (Housing Trust Fund, Housing Impact Fee, and Inclusionary/In Lieu Fee Requirements). The City could improve upon its policies, however, related to special needs populations including the homeless, disabled, and senior citizens. Review of the City's progress since adopting the 2002 Housing Element indicates that the City has not yet been able to fully meet these groups' needs.

### **Demographic and Economic Trends**

Since 2000, the City of St. Helena experienced a slight population decline and an increase in the number of households, causing the average household size in St. Helena to fall. The median age of St. Helena residents decreased slightly, while the average age of Napa and Bay Area residents continued to rise. The median household income in St. Helena (\$79,200 in 2008) exceeded the medians of both Napa County and the Bay Area. Many people travel into St. Helena from the surrounding area for work, and that pattern will continue as local population and household growth projections lag strong employment growth estimates for the next three decades.

### **Existing Housing and Market Conditions**

Around 2,750 housing units existed in St. Helena in 2008, an increase of about 40 units since 2000. Almost all of the new homes are single-family units. There is a significant difference between the income necessary to purchase the median priced single-family home in St. Helena (nearly \$210,000 a year) and St. Helena's 2008 median household income of \$79,200. Rental units in St. Helena, while limited in supply, provide more affordable options for low- and moderate-income households, but remain unaffordable to some very low-income households and all extremely low-income households. This highlights the need for subsidized affordable housing, to meet the needs of local households in these lower income categories. While only about seven percent of households in St. Helena live in overcrowded conditions, most households experiencing overcrowding are renters.

### **Special Housing Needs**

Both St. Helena and Napa County have high concentrations of disabled persons compared to the Bay Area, with residents ages 65 and over experiencing more than half of the total disabilities in St. Helena. In addition, a disproportionately large number of St. Helena's elderly households have severe housing cost burdens compared to the overall population.

The percentage of large family households in St. Helena closely aligns with the rates in Napa County and the Bay Area, but St. Helena has a higher percentage of single female-headed households. While the number of farmworkers and homeless persons in need of permanent or transitional housing specifically within the City of St. Helena is unknown, these two special needs populations have an unmet need for housing in Napa County as a whole and St. Helena must work with surrounding jurisdictions to meet that need.

### **Non-governmental and Governmental Constraints**

The primary non-governmental constraints that restrict building in St. Helena are the price of land, the availability of financing with the tightening of the national credit markets, and the hazards from frequent flooding of the Napa River. The governmental constraints present in St. Helena include sewer capacity, given that the City has yet to receive approval for increased capacity from the California Regional Water Quality Resource Board, the incomplete Flood Protection Project, uncertainty regarding the processing and permitting procedures for multifamily projects, and failure to create and adopt a Reasonable Accommodations Ordinance in accordance with Senate Bill 520. Other non-governmental and governmental conditions such as construction costs, zoning code, General Plan land use designations, and impact fees do not unnecessarily inhibit housing production.

### **Sites Inventory and Analysis and Zoning for a Variety of Housing Types**

The housing sites inventory analysis indicates that St. Helena has a sufficient number of housing sites to meet the City's 2007-2014 Regional Housing Needs Allocation (RHNA). St. Helena received a RHNA of 121 total units distributed across very low-income (30 units), low-income (21 units), moderate-income (25 units), and above moderate-income (45 units) categories. Given the 66 units built or approved through December 2008, the City needs sites for at least 55 more housing units. After accounting for possible site constraints, the City has the capacity to accommodate between 374 and 1,024 housing units on 13 sites, which allows the City to fulfill its RHNA obligations. In addition, although the current St. Helena Zoning Ordinance allows for a variety of housing types, changes to the codes regarding agricultural employees and emergency homeless shelters are necessary to comply with State law.

## **D. Goals**

Based upon the conclusions reached in the Housing Needs Assessment, and information gathered in the public participation process, St. Helena has defined six overall goals for responding to housing needs in the City. A goal is a general statement of values or aspirations held by the community. It is the end towards which the City will direct its efforts. The goals of the St. Helena Housing Element are:

### **A Diversity of Housing to Meet Local Needs**

Facilitate development of a variety of housing types to meet the full range of housing needs in our community, with particular emphasis on housing for our local workforce, people with special housing needs, and people with *extremely low*, very low, low and moderate incomes.

### **Efficient Land Use and High Quality Neighborhoods**

Make efficient use of land within the Urban Limit Line to protect agricultural lands, promoting compact, well-designed developments that ‘fit in’ with existing neighborhoods and contribute to the overall livability of our community. Encourage a balance of housing types throughout the entire community.

### **Conservation of Existing Housing**

Improve and conserve existing housing, with particular attention to the rehabilitation and retention of existing affordable units.

### **Assistance to Support Affordable Housing**

Provide technical and financial resources to support development of affordable housing in our community, especially housing that meets the needs of our local workforce, people with special housing needs, and people with moderate, low, and very low incomes.

### **Resource Conservation**

Promote resource conservation by encouraging housing types and designs that use fewer resources (water, electricity, etc.) and therefore cost less to operate over time, supporting long-term housing affordability.

### **Equal Housing Opportunities**

Assure that housing programs maximize choice, avoid economic segregation and avoid discrimination based upon age, sex, race, sexual orientation, religion and ethnic background.

## E. Policies, Implementing Actions, and Quantified Objectives

A range of policies, implementing actions, and quantified objectives are outlined below and organized according to the six Goals:

1. A Diversity of Housing to Meet Local Needs
2. Efficient Land Use and High Quality Neighborhoods
3. Conservation of Existing Housing
4. Assistance to Support Affordable Housing
5. Resource Conservation
6. Equal Housing Opportunities

For each goal, one or more **policies** help define how the goal will be interpreted and implemented. Policies are referenced by goal number. Policy HE1.1 is the first policy supporting Goal 1; Policy HE1.2 is the second policy, and so on.

Each policy statement is followed by one or more **implementing actions** that define exactly what is to be done to put the policies into practice, while working towards the goals. This might include ongoing programs sponsored by the City; discrete time-specific actions; or further planning actions. In accordance with requirements of State law, the agencies and/or officials responsible for implementation are identified for each program in the Implementation Matrix at the end of the document, along with the timeframe for taking action.

**Quantified objectives** are also identified for each group of implementing actions, and summarized at the end of the document. These identify the number of units to be constructed, rehabilitated or conserved, and the number of households to be assisted as the result of implementing actions under each Housing Element goal. This provides a measure for gauging the Housing Element's success in meeting identified housing needs and achieving stated goals through the planning period.

The City of St. Helena's housing goals, policies, implementing actions and quantified objectives for the July 1, 2009 to June 30, 2014 planning period are presented below, in response to the housing needs, resources and constraints identified in the Housing Element Update Housing Needs Assessment and building upon the achievements and experiences from the City's previous Housing Element.

**\*\*Note\*\***

*For review purposes:*

- Black text shows policies and implementing actions that have not been significantly revised.
- *Blue text highlights new or significantly revised policies from the March 2009 Draft Housing Element Policy Document.*
- ~~▪ *Strikethrough text identifies text that was removed.*~~

## Goal 1: A Diversity of Housing to Meet Local Needs

### *Policies*

- HE1.1 Ensure that the General Plan’s Growth Management Policies do not limit our ability to meet regional housing needs.
- HE1.2 Focus on key opportunity sites and work with property owners and developers to facilitate development of new affordable housing.
- HE1.3 Ensure that affordable housing gets built.
- HE1.4 Address workforce housing needs by supporting an improved jobs/housing “match.”
- HE1.5 Encourage innovative housing types and designs.
- HE1.6 Address emergency shelter and transitional housing requirements.

### *Implementing Actions*

- HE1.A Continue to exempt permits for regulated affordable units as well as second units from the Growth Management System. The objective is to accommodate production to meet the Regional Housing Needs Allocation (RHNA) of 121 housing units (30 units for very low-income households, 21 for low-income households, 25 for moderate-income households, and 45 for above moderate-income households). Developers shall be encouraged to propose projects that meet this need.
- HE1.B Review and possibly amend the Growth Management System to encourage the production of regulated affordable and workforce housing units. Review the Growth Management System (GMS) to make sure that it is not disproportionately affecting the development of affordable housing. Exemptions for restricted “workforce” housing units should be explored, in addition to current exemptions for affordable housing units. Continue to allow a maximum of 9 market rate units per year and priority allocation of annual building permit allocations and carryover permits to market rate units in development projects that include a minimum of 40 percent affordable units.
- HE1.C Amend the Residential Growth Management System section 17.152.030 to read:  
  
“The 2000 Census found that the City had 2,708 total dwelling units. With a limitation of 9 building permits for market rate housing per year, issued over 15 years, the number of dwelling units will be approximately 2,840 by the year

2015, not including regulated affordable units, guest cottages, accessory dwelling units or second units. This number shall not be construed as a goal, but as a maximum number of units.”

- HE1.D Give projects that include affordable housing units priority access to water and sewer resources over other new projects should the capacity of the local water or sewer systems become inadequate to meet the full demand for new connections
- HE1.E Revise the permitting process to streamline the review of affordable housing and market rate multifamily projects. The City ~~would~~*will* establish different design guidelines for various neighborhoods in the City in order to provide appropriate guidelines for each neighborhood’s character. The design guidelines ~~could~~*will* address parking, tree planting/ preservation, and vineyard views, among other design issues. The City will prioritize the adoption of design guidelines for the Affordable Housing and Mixed-Use overlay zones, should such zones be adopted. *Design guidelines will facilitate and not hinder the production of units affordable to lower-income households.* Upon adoption of design guidelines for multifamily projects, the City will eliminate the current requirements for a use permit for ~~certain~~ multifamily projects in both the medium and high density residential districts. *The City will adopt multifamily design guidelines and eliminate CUP requirements by no later than June 30, 2012. This timing will allow the City to first complete the update and adoption of the 2030 General Plan. Once the General Plan is adopted, the City can begin work on establishing design guidelines for the zones established in the General Plan.*
- ~~HE1.F Complete the community visioning process for the Adams Street property and include in the General Plan Update. Update the Zoning Ordinance accordingly.~~
- HE1.F Amend the General Plan to reconfigure the Urban Limit Line in accordance with the adopted Adams Street property Preferred Alternative.
- HE1.G Work with private property owners/developers to plan for road and utility improvements necessary to support housing on key opportunity sites, in the event these sites are developed. Funding shall be done on a fair share proportion of the cost.
- Extend Adams Street and Starr Avenue to intersect. Include water, sewer, and storm drain extensions.
  - Construct new road to Paladini property from Sulphur Springs Avenue (APN 009-362-015), including water, sewer, and storm drain improvements.

- ~~Extend Oak Ave., to the Toogood property. Extend city sewer and storm drain. (APN 009-180-036, 009-180-037, and 009-263-007).~~

HE1.H *Amend zoning for the Vidovich site (APN 009-180-034) from High Density Residential to Agricultural Use.*

HE1.I Complete the Flood Protection Project. *Complete land purchase and proceed with construction activity.*

HE1.J Fast-track housing developments that meet lower income and special housing needs. Ensure that housing development proposals that meet the needs of lower income households and special needs groups, such as seniors, people with disabilities, farmworkers, and homeless families and individuals, receive the highest priority and quickest turn-around possible in the development review process.

HE1.K Explore possibility of an affordable housing overlay zone. Identify potential sites suitable for an affordable housing overlay zone. ~~Review~~ *Study* possible incentives and a review process. *Incentives to be considered include, but are not limited to, reduced or waived development fees, reduced parking and/or other city standards, and an additional density bonus.*

HE1.L Improve and enhance the local preference policy to possibly include people needed for work during city emergencies. *The current local preference policy gives weighted preference to local residents as regulated affordable housing units become available. This benefit will be extended to persons employed in St. Helena that are needed during city emergencies, such as firefighters and police officers.*

HE1.M Explore a program to address the housing needs of “workforce” households, which have incomes above 120 percent of AMI, but are still unable to afford market rate housing. Conduct further study and define the upper income limit of workforce households. Provide incentives and assistance for new workforce housing developments. Such incentives may include, but are not limited to, relaxing site development standards and extending priority for water and sewer connections to such housing projects. Explore the feasibility of adding an above moderate-income workforce housing component to the Inclusionary Housing Ordinance requirements.

HE1.N Implement a program to provide financial assistance for the development of second units in exchange for affordability restrictions that will provide workforce housing. *Target 5 second units for development during the Housing Element planning period. Potential funding sources include, but are not limited to, Housing Trust Funds and Transient Occupancy Tax revenues.*

HE1.O Encourage development of co-housing, cohousing, ‘green’ manufactured homes, and other ‘nontraditional’ forms of housing. Ensure these housing

types are addressed in the development of design guidelines to streamline the approval process.

- HE1.P Identify and remove barriers to the permitting of 'green' manufactured housing units. *Review the Municipal Code and ascertain if any local policies present barriers to this type of housing. Amend the Municipal Code accordingly.*
- HE1.Q Address unmet needs for emergency shelter. ~~Explore the potential for partnering with Napa County/ City of Napa to support a homeless shelter. If this is not feasible, a~~ Amend the St. Helena Municipal Code to allow emergency shelters as a permitted use by right in ~~at least one of the~~ *Service Commercial and Industrial* zoning districts within one year *of adoption of the Housing Element.*
- HE1.R *Amend the Zoning Ordinance for transitional and supportive housing. Amend the St. Helena Municipal Code to treat transitional housing, as defined in Section 50675.2 of the Health and Safety Code, and supportive housing, as defined in Section 50675.14 of the Health and Safety Code, as residential uses. Transitional and supportive housing will be subject only to the same permitting process as other similar residential uses in the same zone without undue special regulatory requirements. For example, a proposed multifamily supportive housing project would be subject to the same permitting process as any other similar multifamily development in the same zoning district.*
- HE1.S *Amend the Zoning Ordinance to define and permit single-room occupancy housing development types. Amend the St. Helena Municipal Code to treat single-room occupancy developments as a permitted use within the High Density residential zone, subject to the same permitting process and regulations as any other multifamily development.*

*Quantified Objectives for the Implementing Actions of Goal 1:*

- Construct 15 units of housing affordable to Extremely Low-Income households; 15 units of housing affordable to Very Low-Income households; 21 units for Low-Income households, 25 units for Moderate-Income households, and 45 units for Above Moderate-Income households *by June 30, 2014, or the end of the current Housing Element planning period, as may be amended by state law.*
- *Provide financial assistance for 5 second units with affordability restrictions for workforce households by June 30, 2014, or the end of the current planning period, as may be amended by state law.*

## Goal 2: Efficient Land Use and High Quality Neighborhoods

### *Policies*

- HE2.1 Encourage higher density development where appropriate.
- HE2.2 Ensure that higher density housing opportunity sites are not lost to lower density uses.
- HE2.3 Be more aggressive in promoting mixed-use developments.
- HE2.4 Promote second unit production more aggressively.
- HE2.5 Allow conversion of single-family homes to multi-unit dwellings.
- HE2.6 Promote a balance of types of housing throughout the whole community.

### *Implementing Actions*

- HE2.A Provide incentives for higher density housing. Explore possible incentives for building attached market rate housing units for rent and for sale. *Incentives to be explored include, but are not restricted to, fast tracking development applications, deferred development fees, reduced parking and/ or other city standards, and density bonuses.*
- HE2.B Study potential modifications to the Zoning Ordinance to facilitate higher density housing [and discourage construction of oversize homes]. Modify the Zoning Ordinance to encourage higher density developments [and restrict construction of large single-family units], including current floor area ratios and yard and setback requirements.
- HE2.C Amend regulations to discourage exemptions from the minimum density requirements. The City shall discourage exemptions for minimum density requirements and establish mitigation measures for exemptions in the Zoning Ordinance.
- HE2.D Modify section 17.100 of the Zoning Ordinance to rename the Mobilehome Park Overlay District to “Manufactured Housing Overlay District.” Develop policies to streamline the review process for this overlay district on residential land for projects that create land-ownership opportunities for residents. Support giving residents the right of first refusal if an existing park is to be sold.
- HE2.E Amend the “Subdivisions” section of the Municipal Code. The City will amend Title 16 of the Municipal Code to prevent subdivision activity from

effectively resulting in lower densities and a loss of potential housing units on the site.

- HE2.F Update the General Plan Land Use Element in consideration of the established Housing Element land use goals and policies. Amend General Plan Elements concurrent with adoption of the General Plan Update as needed to ensure internal consistency.
- HE2.G Promote both ‘vertical’ and ‘horizontal’ mixed-use. Encourage mixed-use developments that combine compatible uses on the same site, either in the same structure or adjacent structures. Amend the Zoning Ordinance accordingly. Amendments to the Zoning Ordinance include permitting the FAR for the residential component of a mixed-use development to be ‘additive’ rather than within the established FAR for that zone, and allowing commercial and residential users to ‘share’ their parking, resulting in a lower overall parking requirement. Requirements for covered parking should also be reconsidered.
- HE2.H Explore the possibility of allowing mixed use and live/work units in non-residential zoning districts.
- Explore modifications to non-residential Zones that would permit, either as of right or as a conditional use, residential uses including integrated live/work units.
  - Analyze requirements that commercial projects provide housing for a portion of the employment that will be generated on site. The City will study and determine what portion of employment generated will require housing, whether housing will be required on-site or allowed off-site, if pricing for the non-inclusionary units will be tied to anticipated salaries for employees in the commercial portion of the project, and if in-lieu fees will be permitted for smaller sized projects.
  - Explore development incentives such as higher density and height allowances, and a streamlined design review process.
- HE2.I Review and revise development standards pertaining to second units. Ensure that the development of second units is physically and financially feasible in targeted areas. Give particular attention to parking standards, setbacks, and impact fees.
- HE2.J Provide financial incentives for second unit development. Incentives might include low interest loans or fee waivers.

- HE2.K Target specific areas for second unit incentives. Create incentives to construct second units in the medium density areas near downtown. *Incentives to be explored include, but are not restricted to, fast tracking development applications, deferred development fees, and reduced parking and/or other city standards.*
- HE2.L Provide public information regarding second units. Develop a guide for homeowners explaining the benefits and procedures for adding a second unit.
- HE2.M Link financial incentives and development standard variances to affordability requirements for second units. Require that either the main house or the second unit is used as a rental unit that is affordable to households with moderate- or below- moderate incomes whenever the City assists in development through financial incentives or by granting a variance.
- HE2.N Respond to complaints regarding illegal units. The City will work with the property owners to help bring illegal units up to code and to abate the use of non-habitable buildings as living units.
- HE2.O Identify appropriate ‘target’ areas for conversion of single-family homes to multi-unit dwellings. Identify areas, zoning districts, or specific sites where conversion would be appropriate or desirable.
- HE2.P Develop criteria and standards and provide public information regarding conversions of single-family homes to multi-unit dwellings. Identify criteria for reviewing potential conversion opportunities and standards, including parking requirements, to ensure that conversions are carried out in a manner consistent with the character and use of adjacent properties. Develop a guide for property owners explaining the conversion program and procedures.
- HE2.Q Develop a program to encourage affordable housing in clusters of 4-6 units on Infill parcels on west side of town. *The City will post an inventory of potential sites on the City’s web site. In addition the City will explore incentives to encourage affordable housing clusters, including, but not limited to priority permit processing, reduced or waived development fees, reduced parking and/or other city standards, and an additional density bonus.*

*Quantified Objectives for the Implementing Actions of Goal 2:*

Same as the Quantified Objectives listed for Goal 1.

### Goal 3: Conservation of Existing Housing

#### *Policies*

- HE3.1 Protect the existing stock of affordable and market rate housing.
- HE3.2 Monitor housing conditions.

#### *Implementing Actions*

- HE3.A Restrict the conversion of rental units to condominiums. Current policy allows conversion to condominiums under certain circumstances when the vacancy rate is high. The presence of second homes within the community results in an inflated vacancy rate. The policy should be further studied and revised to reflect a general guiding principal of preserving the affordable housing stock while eliminating the current linkage to vacancy rates.
- HE3.B Charge an affordable housing impact fee whenever housing units are converted to other uses. Exempt conversion projects that create affordable for-sale housing from this impact fee.
- HE3.C Address the potential loss of assisted units. Identify assisted properties at risk of conversion to market rates and work with the property owners and/or other parties to ensure that they are conserved as affordable housing. Monitor the Woodbridge Apartments and establish a funding plan in anticipation of either preserving or replacing the 50 units of affordable housing in 2018 when the Section 8 contract for Woodbridge expires
- HE3.D Continue to prohibit the conversion of market rate housing to vacation rentals. Abate the use of illegal vacation rentals, including time shares and fractional interests.
- HE3.E Review housing needs, conditions, achievements and challenges as part of the City's regular General Plan review.

#### *Quantified Objectives for the Implementing Actions of Goal 3:*

- Conservation of all existing affordable housing units.
- Assist in the acquisition of low-interest loans for rehabilitation, *including energy conservation*, of 10 ~~moderate, low, or very low~~ *er*-income housing units by *June 30, 2014 or the end of the current Housing Element planning period, as may be amended by state law (2 extremely low-income, 2 very low-income, 3 low-income, and 3 moderate-income households).*

## Goal 4: Assistance to Support Affordable Housing

### *Policies*

- HE4.1 Develop permanent local sources of funding to support affordable housing.
- HE4.2 Aggressively pursue and ‘leverage’ State and Federal housing funds.
- HE4.3 Address farmworker housing needs.
- HE4.4 Support housing that meets special needs, including senior citizens and persons with disabilities.
- HE4.5 Explore methods to increase Housing Trust Fund money.

### *Implementing Actions*

- HE4.A Review and possibly amend the inclusionary housing ordinance:
- Explore adjusting the inclusionary housing ordinance to require further distribution of affordable units within the various income categories. For example, a project required to provide two low-income units under the current inclusionary housing ordinance could be required to provide one unit affordable to households with incomes of up to 65 percent of area median income and one unit affordable to households with incomes of up to 80 percent of area median income.
  - Explore eliminating the linkage fee *option* and requiring the construction of housing by larger commercial developments as well as increasing the linkage fees for small commercial development where requiring residential construction would not be feasible.
  - Explore the possibility of increasing residential construction in-lieu fees and/or creating a sliding scale for larger houses.
  - Explore the feasibility of adding an above moderate-income workforce housing component to the Inclusionary Housing Ordinance requirements.
- HE4.B Generate Revenues for Affordable Housing through the Transient Occupancy Tax. Either increase the Transient Occupancy Tax or increase the number of transient occupancy rooms and apply the increased revenue to support affordable housing.
- HE4.C Reduce, defer, or waive fees for affordable housing developments. *The City will establish a set of criteria for project eligibility to have fees reduced, deferred, or waived.*

*The City will explore higher incentives for affordable housing developments with units affordable to extremely low- and very low-income households.*

- HE4.D Prioritize the use of Housing Trust Funds in support of the development and preservation of regulated affordable units for extremely low-income households.
- HE4.E Pursue mortgage revenue bonds and/or mortgage credit certificates. Promote affordable homeownership opportunities for moderate- and lower-income households.
- HE4.F Continue Section 8 rent subsidy certificates. Work with the City of Napa Housing Authority to provide continued rental assistance to low-, ~~and~~ very low-, *and extremely low-*income households.
- HE4.G Explore the possibility of establishing a full-time, shared Housing Coordinator for the up-valley communities. The position would serve all of the up-valley communities, *including Napa County.*
- HE4.H Collaborate with countywide efforts to address farmworker housing needs. *The City will contribute staff time and City resources, as appropriate, to countywide farmworker housing efforts that may occur during the Housing Element planning period.*
- HE4.I Amend the Zoning Ordinance for farmworker housing. Amend the St. Helena Municipal Code to clearly state that agricultural employee housing for six or fewer employees is only subject to the regulations for other types of residential development and that agricultural employee housing for more than six employees, with a maximum of 36 employees, shall be subject only to the regulations for other agricultural uses in accordance with California Health and Safety Codes 17021.5 and 17021.6.
- HE4.J Establish regulations requiring that a portion of units in all new developments meet the special housing needs of seniors and persons with disabilities. *Target 20% of new housing units to meet senior household needs and 10% accessible to persons with disabilities.*
- HE4.K Reasonable Accommodation. The City shall amend its Municipal Code to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. *Amendments to the Municipal Code will comply with State law and will consider model ordinance language provided by the California Department of Housing and Community Development.*

- HE4.L The City shall participate with mediation between property owners if needed to facilitate affordable housing. *The City will provide staff resources and/or work with affected parties along with an outside mediator if necessary to address issues raised by community members in response to affordable housing development applications.*
- HE4.M Explore the potential of using Housing Trust Fund money to purchase existing housing for conversion to restricted affordable housing. *Priority for use of Housing Trust Fund monies will be given to the creation of housing affordable to extremely-low-income households.*

*Quantified Objectives for the Implementing Actions of Goal 4:*

- Generate adequate funds to support achievement of the City's new housing construction objectives, as defined in Policy 1A.
- Assist in the acquisition of low-interest loans to 10 first-time homebuyers through *June 30, 2014 or the end of the current Housing Element planning period, as may be amended by state law.*
- Facilitate the continuance of Section 8 rental assistance to all currently served households.
- 20% of new units to meet senior housing needs; 10% accessible to persons with disabilities.
- *Purchase of 3 existing housing units and conversion to regulated affordable housing for lower-income households.*

## Goal 5: Resource Conservation

### *Policies*

- HE5.1 Encourage alternative energy sources.
- HE5.2 Encourage energy and resource conservation.

### *Implementing Actions*

- HE5.A Adopt a Green Building Ordinance. The City shall adopt building code standards that meet or exceed the State's Green Building Standards Code. The Planning and Building Department shall coordinate this effort with the Climate Protection Task Force.
- HE5.B ~~Encourage use of~~ alternative energy technologies. Create incentives for the use of solar ~~and wind~~ energy in new and rehabilitated housing. *Incentives to be explored include, but are not restricted to, ensuring a streamlined review process for applications, deferred fees, and reduced applicable city standards.*
- HE5.C Provide public information on alternative energy technologies for residential developers, contractors, and property owners. *The City will provide information on its web site and/ or at City Hall regarding alternative energy technology options, possible sources of financing, and any applicable information regarding necessary local permits.*
- HE5.D Require cost-effective energy conservation measures in all new and rehabilitated housing to promote long-term affordability for occupants. The City will adopt the State's new Energy Efficiency Standards as part of the 2009 California Building Standards Code and ensure that all new housing units constructed in the City meet or exceed these standards.
- HE5.E Provide low-interest loans for implementation of energy conservation measures. The City will identify a source of loan funds to provide energy conservation assistance to homeowners and home-builders. *The City will explore establishing a local AB-811 program as well as using state and federal sources of funding to finance local energy conservation measures. Sources of state and federal funds include, but are not limited to, the California Energy Commission State Energy Program and Energy Efficiency and Conservation Block Grant Program, and the Low Income Home Energy Assistance Program.*
- HE5.F Provide public information on energy conservation measures for homeowners, tenants, developers, contractors and property owners. *The City will provide information on its web site and/ or at City Hall regarding actions homeowners, tenants, developers, contractors, and property owners can take to conserve energy.*

- HE5.G Require bicycle and pedestrian amenities and connectivity to surrounding areas, in all new housing developments. Support programs to develop more local and regional walking and biking trails. *In addition to requiring bicycle and pedestrian connectivity in all new residential developments, the City will provide staff time in support of regional trail programs.*
- HE5.H Continue to apply Municipal Code provisions pertaining to water resources. The City will continue to require water-efficient landscaping for new residential and commercial construction, as well as implementing the Water Use Efficiency and Use Guidelines.
- HE5.I Promote passive natural heating and cooling opportunities in new development and insure that solar access is protected for existing development. *Incentives to be explored include, but are not restricted to, ensuring a streamlined review process for applications, deferred fees, and relaxing applicable city standards.*
- HE5.J Explore feasibility of incorporating efficient on-site alternative wastewater facilities. *The City will study options for on-site alternative wastewater facilities, including graywater reuse, recycling, and/or on-site treatment. The City will then ensure that the local Municipal Code does not include regulations that may unnecessarily present barriers to implementing these technologies, amending the Municipal Code as appropriate. The City will explore establishing a local AB-811 program that will include water conservation technologies which contribute to energy conservation efforts (see HE5.E).*
- HE5.K The City shall explore policies that give local preference in the procurement process when municipal funds may be used for housing.

*Quantified Objectives for the Implementing Actions of Goal 5:*

Assist in the acquisition of low-interest loans for rehabilitation, including energy conservation ~~provided to~~ *of 10 moderate, low, or very lower-income households by June 30, 2014 or the end of the current Housing Element planning period, as may be amended by state law.*

## **Goal 6: Equal Housing Opportunities**

### *Policies*

HE6.1 Support equal housing opportunities for all residents of St. Helena.

### *Implementing Actions*

HE6.A Provide educational materials at City Hall, through the press and directly to interested parties to educate real estate professionals, property owners and tenants on their rights and responsibilities and the resources available to address fair housing issues.

HE6.B Continue to utilize and support Fair Housing Napa Valley for implementing fair housing programs, receiving complaints, and providing referrals to available resources when necessary.

### *Quantified Objectives for the Implementing Actions for Goal 6:*

No specific objectives identified.

## Summary of Quantified Objectives

### *New Construction Objectives*

- 15 units affordable to Extremely Low-Income households
- 15 units affordable to Very Low-Income households
- 21 units affordable to Low-Income households
- 25 units affordable to Moderate-Income households
- 45 units affordable to Above Moderate-Income households

### *Rehabilitation and Conservation Objectives*

- Conservation of all existing affordable housing units.
- Assist in the acquisition of low-interest loans for rehabilitation and energy conservation to 10 ~~very low-, low- or moderate-~~*lower-*income ~~households~~*housing units* ~~holds~~*(2 extremely low-income, 2 very low-income, 3 low-income, and 3 moderate-income households)*

### *Assistance for Special Needs Households*

- *Provide financial assistance for 5 second units with affordability restrictions for workforce households.*
- Assist in the acquisition of low-interest loans to 10 first-time homebuyers.
- 20 percent of new units to meet senior needs.
- 10 percent of new units accessible to persons with disabilities.
- *Purchase of 3 existing housing units and conversion to regulated affordable housing for lower-income households.*

## Quantified Objectives Summary Table

	<b>Extremely Low</b>	<b>Very Low</b>	<b>Low</b>	<b>Moderate</b>	<b>Above Moderate</b>
<b>Construction</b>	15	15	21	25	45
<b>Rehabilitation</b>	2	2	3	3	0
<b>Conservation/ Preservation</b>	0	0	0	0	0
<b>Total</b>	17	17	24	28	45

## F. Implementation Matrix

### Goal 1

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Policies</i></b>
HE1.A	Planning Department	Ongoing	HE1.1
HE1.B	Planning Department	2011	HE1.1, HE1.3, HE1.4
HE1.C	Planning Department	2010	HE1.1
HE1.D	Planning Department	2012	HE1.3
HE1.E	Planning Department	2012 <i>June 30, 2012</i>	HE1.3
<del>HE1.F</del>	<del>Planning Department</del>	2010	<del>HE1.2</del>
HE1.F	Planning Department	2010	HE1.2
HE1.G	Planning Department	2013	HE1.2
<i>HE1.H</i>	<i>Planning Department</i>	<i>2010</i>	<i>HE1.2</i>
HE1.I	Planning Department	2012	HE1.2
HE1.J	Planning Department	Ongoing	HE1.3
HE1.K	Planning Department	2012	HE1.3
HE1.L	Planning Department	2011	HE1.4
HE1.M	Planning Department	2011	HE1.4
HE1.N	Planning Department	2011	HE1.4
HE1.O	Planning Department	Ongoing	HE1.5
HE1.P	Planning Department	2012	HE1.5
HE1.Q	Planning Department	June 30, 2010	HE1.6
<i>HE1.R</i>	<i>Planning Department</i>	<i>2010</i>	<i>HE1.6</i>
<i>HE1.S</i>	<i>Planning Department</i>	<i>2010</i>	<i>HE1.5</i>

## Goal 2

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Policies</i></b>
HE2.A	Planning Department	2013	HE2.1
HE2.B	Planning Department	2012	HE2.1
HE2.C	Planning Department	2010	HE2.1
HE2.D	Planning Department	2012	HE2.1
HE2.E	Planning Department	2010	HE2.2
HE2.F	Planning Department	2010	HE2.2
HE2.G	Planning Department	2011	HE2.3
HE2.H	Planning Department	2011	HE2.3
HE2.I	Planning Department	2010	HE2.4
HE2.J	Planning Department	2012	HE2.4
HE2.K	Planning Department	2012	HE2.4
HE2.L	Planning Department	2012	HE2.4
HE2.M	Planning Department	Ongoing	HE2.4
HE2.N	Planning Department	Ongoing	HE2.4
HE2.O	Planning Department	2013	HE2.5
HE2.P	Planning Department	2013	HE2.5
HE2.Q	Planning Department & City Council	Ongoing	HE2.6

### Goal 3

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Polices</i></b>
HE3.A	Planning Department	2010	HE3.1
HE3.B	Planning Department	2009 and Ongoing	HE3.1
HE3.C	Planning Department	2009 and Ongoing	HE3.1
HE3.D	Planning Department	Ongoing	HE3.1
HE3.E	Planning Department	Annually	HE3.2

### Goal 4

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Polices</i></b>
HE4.A	Planning Department	2012	HE4.1, HE4.5
HE4.B	Planning Department	2012	HE4.1, HE4.5
HE4.C	Planning Department	Ongoing	HE4.1
HE4.D	Planning Department	Ongoing	HE4.1
HE4.E	Planning Department	2009 and Ongoing	HE4.2
HE4.F	Planning Department	Ongoing	HE4.2
HE4.G	Planning Department	2009	HE4.2
HE4.H	Planning Department	Ongoing	HE4.3
HE4.I	Planning Department	2009	HE4.3
HE4.J	Planning Department	2012	HE4.4
HE4.K	Planning Department	2009	HE4.4
HE4.L	Planning Department	Ongoing	HE4.1, HE4.4
HE4.M	Planning Department	2013	HE4.1

## Goal 5

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Policies</i></b>
HE5.A	Planning Department	2010	HE5.1
HE5.B	Planning Department	Ongoing	HE5.1
HE5.C	Planning Department	Ongoing	HE5.1
HE5.D	Planning Department	August 2009	HE5.2
HE5.E	Planning Department	Ongoing	HE5.2
HE5.F	Planning Department	Ongoing	HE5.2
HE5.G	Planning Department	2012 and Ongoing	HE5.2
HE5.H	Planning Department	Ongoing	HE5.2
HE5.I	Planning Department	Ongoing	HE5.2
HE5.J	Planning Department	2011	HE5.2
HE5.K	Planning Department	2010	HE5.2

## Goal 6

<b><i>Implementing Actions</i></b>	<b><i>Lead Responsibility</i></b>	<b><i>Time Frame</i></b>	<b><i>Related Policies</i></b>
HE6.A	Planning Department	Ongoing	HE6.1
HE6.B	City Manager	2009 and Ongoing	HE6.1