

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Shasta County - Unincorporated
Reporting Year	2022 (Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program H1-A. General Plan Consistency Annual Review Program	In accordance with Government Code Section 65400, the County will prepare and timely submit to the State an annual report describing the achievements and shortfalls of the Housing Element. Included in this report will be an analysis of the effectiveness of the County's Housing Policies and Programs in meeting housing targets for new housing, ensuring adequate vacant and underutilized sites to accommodate the 2020-2028 RHNA, and removing or reducing constraints to housing as well as accomplishments in realizing rehabilitation and conservation	Annually (2020-2028 Cycle)	There were no changes to the vacant and underutilized residential or commercial land inventory in the year 2022. The Planning Division continues to devote staff time to monitoring and implement the Housing Plan. The Planning Division intends to further reduce constraints to housing with projects underway or planned for 2023 such as the Pre-Approved ADU Plans program and amendments to the Zoning Ordinance and General Plan. All proposed changes will be consistent with the Housing Element and State Planning and Zoning Laws. The Housing Element itself remains consistent with all related elements of the General Plan. Timeline: The 2020-2028 Housing Element maintains an adequate supply of land to comply with RHNA. Staff is actively working to implement programs contained within the Housing Plan as well as ensure that the Plan is consistent with State laws as they are passed.
Program H1-B. Land Inventory Maintenance Program	The County will continue to provide up-to-date information regarding underutilized and vacant residential sites and surplus land. General Plan and zoning designations shall be updated with the County's Geographic Information System (GIS) to provide accurate information via the County's online GIS mapping tool regarding potential residential sites and surplus lands. The County shall maintain on its website a list of very low and low income housing sites (Tables IV-6 and IV-7), which shall be revised to ensure that the vacant and underutilized residential land inventory is adequate to accommodate the County's RHNA and housing for special needs groups to assist in marketing new housing development areas; these tables shall be updated on a bi-annual basis.	On-going; Tables *IV-5 and Table IV-6 updated bi-annually. *Table IV-7 is the correct reference.	General Plan Land Use Designations are updated immediately following adoption of amendments and are included in the form of mapping information on the County's online GIS data available to the public. Applications for development were received and issued in 2022 on Site 11. Once permits are finalized and certificates of occupancy are issued, Table IV-6 and IV-7 (Housing Plan table references is a typo) will be updated to reflect this change. The Housing Element includes the vacant residential land inventory tables in Section IV posted to the County website. In addition, the County GIS map viewer will include these parcels with an update to be completed prior to April 1st, 2023 Timeline: Tables IV-6 and IV-7 require no updates at this time and will be updated upon completion of the project on Site 11 and prior to September 1, 2024, where necessary. GIS mapping will be available by April 1, 2023.
Program H1-C. Public Property Conversion to Housing Program	The County will maintain a list of surplus County-owned lands, (surplus land or exempt surplus land). The County will work with non-profits and other public agencies to evaluate the feasibility of transferring surplus County-owned lands identified to be feasible for conversion to affordable housing and not committed to other County purposes for use in the development of affordable housing by the private sector. The inventory will be updated annually in conjunction with the APR (Program H1-A).	Annually	The most recent feasibility evaluation (January 2023) found no County-owned property to be suitable and, therefore, no inventory apart from the table in Appendix G of the Housing Element has been posted online. There are no updates or changes to be made to the inventory. Timeline: Feasibility for County-owned sites will be reviewed with the Department of Public Works prior to January, 2024.
Program H1-D. Water and Sewer Provider Housing Collaboration Program	The County will conduct an assessment of existing facility plans for County-controlled community water and sewer service areas to determine public service and infrastructure capacity and explore feasible alternatives. The County will advise special districts and other service providers regarding Government Code Section 65589.7. Staff will review adopted sphere of influences for MSRs to ensure adequate capacity for all planned and needed RHNA capacity.	On-going; contact providers by December 2020.	The Planning Division contacted all wastewater and water service providers regarding Government Code Section 65589.7 in September of 2019 and continue to maintain contact with them regarding any changes to their capacity. The County is utilizing LEAP Grant Funds to have a consultant provide an economic and fiscal analysis on infrastructure for housing in 2023. The County intends to use the report along with existing information to explore feasible alternatives to funding capital improvement projects or housing developments that would be served with adequate capacity or would increase water and sewer service capacities. Planning staff has also contacted LAFCO to obtain sphere of influence information contained in MSRs. Timeline: The fiscal and economic analysis and MSRs review are expected to be completed by the end of 2023. Staff would then provide an assessment of capacity and feasible alternatives following the findings of those efforts.

Program H1-E. Annexation RHNA Evaluation Program	The County will continue to coordinate with LAFCO to establish a procedure whereby the proposed annexation of land designated for residential use will trigger an alert for a revision of the County's Housing Element and allocation of the RHNA, adjusting where appropriate, the addition and/or deletion of estimated housing units by income category in the adopted RHNA to be constructed in the area to be annexed based on the amount of very low and low income housing for any sites identified in Tables IV-5 and IV-6 that are the subject of an annexation proposal. The County will catalog the number of annexations each year and will address the annexations as part of each update to this Housing Element. The County shall coordinate with the Cities to develop procedures on re-allocating their RHNA housing targets after property is annexed to a city.	On-going/Monitoring	The County previously reached out to the Shasta Local Agency Formation Commission (LAFCO) and has not received notice of any annexations that have occurred which would affect the RHNA. Timeline: Planning staff will continue to coordinate with LAFCO and the Cities to catalog annexations on a periodic basis.
Program H1-F. Housing Provider Coordination and Outreach	To implement plans and programs through the Housing Authority, Community Action Agency, and Continuum of Care to 1) evaluate the effectiveness of housing programs, 2) identify new or modified programs necessary to increase home-ownership and rental opportunities for lower-income households and special needs groups, and 3) ensure that the County is coordinating internally and working with others to provide up-to-date information, address potential funding opportunities, and provide workshops or trainings, etc. Continue to ensure broad representation of housing interests on the Community Action Board and through Continuum of Care annual outreach efforts to ensure that needs of all economic segments and special needs groups are considered in affordable housing programs and partnerships.	Annual review and annual update of County website.	Ongoing Review - Shasta County Housing & Community Action Programs meets regularly with the NorCal Continuum of Care and Community Action Advisory Board to ensure that all economic segments of our community are served and considered when searching for funding, and developing Housing programs. The County updated it's website in 2022. Each program document was revised to assure accurate information. The Department of Resource Management continues to coordinate internally with Shasta County Housing & Community Action to ensure information provided is up-to-date and identify needs for new or improvements to existing programs.
Program H1-G. Developer Assistance Program - Burney Development Project	Continue to provide assistance to Northern Valley Catholic Social Service (NVCSS) to develop an affordable multiple family housing project in Burney with 27 to 45 very low income units that will include at least 5 units for support services for persons with mental illness. Assistance will include: a. Sponsoring the application of HOME grants or similar funding; b. Provide CDBG funding as available; c. Provide project-based vouchers, if available; d. provide mental health services after construction, if feasible.	Assistance to be provided to NVCSS as requested and funding provided, as available.	Shasta County Housing & Community Action Programs continues to assist NVCSS with additional funding opportunities for the Burney Commons Project including an conditional award utilizing Community Development Block Grant Disaster Relief funding. The Department of Resource Management has approved plans for the project and issued permits. The development is currently under construction.
Program H1-H. Developer Incentive Program - Affordable Housing	Continue to encourage development of affordable housing, focusing on identified sites or potential sites sponsored by an affordable housing developer, Native American tribe, or non-profit agency or similar entity serving lower-income or special needs households. The County shall advertise its incentives through an annual mailing to active affordable housing developers and a brochure identifying available incentives.	Annually; updated as necessary.	A list and advertisement of available incentives for affordable housing development is posted on the County webpage and will be updated as additional incentives are added. Timeline: The County intends to send brochures and mailings to affordable housing developers active in Shasta County and surrounding areas by June 2023 and annually thereafter.

Program H1-I. Homebuyer Assistance Program - Market Rate Affordable Housing	Continue to identify and pursue opportunities for homebuyer assistance funding through Program H2-B. In order to encourage development of market rate housing affordable to lower income households and to educate lower income households regarding potential affordable opportunities, the County will prepare a brochure that identifies various assistance opportunities. This information will be available on the County website and provided to local realtors and service providers annually.	Prepare handout; updated and distribute annually.	Shasta County Housing & Community Action Programs is actively marketing the first-time homebuyer program. Program brochures and flyers as well as the website have been updated. The Department also markets the program directly to local real estate agents and mortgage lenders.
Program H2-A. Public Housing Assistance Program	The County will apply for U.S. Department of Housing and Urban Development (HUD) and/or other appropriate State and federal funds for providing adequate housing, suitable living environments, and expanded economic opportunities for persons of extremely low, low, and moderate incomes. This will include maintaining existing vouchers, including mainstream Housing Choice Vouchers, Projectbased Housing Choice Vouchers, and Veteran Affairs Supportive Housing Vouchers, and applying for additional vouchers as HUD are available. The Housing Authority shall make requests for additional housing vouchers when the Housing Authority is eligible to respond to NOFAs for additional vouchers or similar assistance.	Annually	The Shasta County Housing Authority applies for Housing Choice Vouchers when available. The Department received an additional nine vouchers this year. The voucher waitlist was upgraded to an online platform allowing persons to apply online thus making it more accessible. In addition, the waitlist is now open continuously.
Program H2-B. Homeowner and Housing Rehabilitation Assistance Programs	The County shall explore opportunities to expand home ownership assistance programs and expand housing rehabilitation loans and grants, including loans and grants for energy-efficient and waterconserving improvements, for lower income households by increasing the distribution of grant funds such as the County's Home Buyer Program, the Federal HOME Investment Partnership Program, and Community Development Block Grant homeowner assistance funds. This will include seeking increased annual funding by \$1,000,000, as funds are available, during this planning period.	Apply for funding in 2021 and annually thereafter.	Shasta County Housing and CAA are currently utilizing CDBG Program Income to administer the County's Housing Rehabilitation Program. The County will apply for additional funding as needed to ensure this program is adequately funded. In 2021 the program assisted 8 low-income households in Shasta County.
Program H2-C. Public Housing Preservation Program	The County's Community Action Agency shall monitor the status of any assisted and public housing on an annual basis. When projects become at risk for converting to market rate, the Community Action Agency shall contact the project owners, review options for retaining contract status, and look at measures the County can take collaboratively with the project owner to extend their contract to provide affordable housing. The County will continue to work with non-profit organizations and/or other appropriate housing sponsors, to establish a priority to protect and perpetuate assisted affordable units at risk of potential conversion to market rate during the planning period. As funds are available, the County shall coordinate with affordable housing projects with expired contracts, soon-to-expire contracts, or that have issued a Notice of Intent to convert to seek to extend or maintain the affordability of the units.	Review housing developments annually and coordinate with property owners as needed.	This program is ongoing. Shasta County Housing & CAA continues to monitor and review Shasta County's affordable housing stock. The department hired an additional staff person focused on housing navigation and landlord engagement. In addition, a landlord incentive fund was utilized twice in 2022. These efforts ensure Shasta County's affordable housing remains affordable and attract additional affordable housing opportunities.

Program H2-D. Housing Conditions Survey Program	Seek funding to update the housing conditions report for the unincorporated areas of Shasta County, with a focus on urban clusters, more populous communities, and areas suspected to have high incidences of blight or deferred maintenance. Conditions of housing stock shall be rated in accordance with HCD criteria. If necessary, revise the Housing Element to address conservation or replacement of housing stock if a concentration of housing units identifying substantial housing needs or in dilapidated condition are identified for any individual neighborhoods, communities, or specific housing types. Following completion of the Housing Conditions Survey, the County shall determine whether existing funding should be targeted to any areas identified as having a high need for assistance or whether additional funding is needed to address housing rehabilitation needs, including rehabilitation of rental units.	Fiscal Year 2022/2023	The Planning Division has successfully submitted grant applications for various efforts to address housing in the County. No grants appeared to be available that clearly funded Housing Conditions Survey projects. Timeline: The Planning Division will continue to seek additional grants or other funding sources that can be used to complete the housing conditions survey by the end of Fiscal Year 2022/2023 and will apply if and when funds are made available.
Program H2-E. Replacement of Affordable Units	Consistent with the requirements of Government Code Section 65583.2(g), development projects on sites in the housing inventory (Section IV) that have, or have had within the past five years, residential uses restricted to rents affordable to low or very low income households or residential uses occupied by low or very low income households, shall be conditioned to replace all such units at the same or lower income level as a condition of any development on the site and such replacement requirements shall be consistent with Section 65915(c)(3).	On-going	The County has adopted this policy and the Planning Division implements the requirements of Government Code Section 65583.2(g) as part of the development review process for any projects that would qualify.
Program H3-A. Housing Fast-Track Processing Program	Continue to make fast-track processing available to incentivize housing affordable to lower income households and other special needs housing. The County will continue to monitor and, when necessary, update current policies to provide fast-track processing of extremely low, very low, and low income housing projects. This fast-track processing shall be revised to apply to all sites identified for very low and low income housing (see Tables IV-5 and IV-6) in addition to the current provisions for sites in the R-3, Multiple Family Residential Zone District, that include at least 25 percent of units affordable to low income households, 10 percent affordable to very low income, or 5 percent affordable to extremely low income. In accordance with SB 35, this program is available to all qualifying affordable housing projects providing for a minimum three year approval period (with one year extension criteria). "Fast tracking" means providing highest priority for review of applications of eligible projects and allocating Shasta County staff for prompt review in all applicable County departments.	On-going	As a policy, the County has expanded this fast-track program to all qualifying affordable housing projects, will carry out the policy as eligible projects are submitted and will continue to monitor the outcomes. The Burney Commons project, which is reflected in this 2022 Annual Progress Report, has recently taken advantage of the fast-track program and has had their plans approved within the matter of a couple weeks. The permits for construction are issued and the units are under construction. No other eligible housing projects have been submitted.
Program H3-B. Housing Legislative Support Program	The County will continue to evaluate support of legislative changes that provide local control over improving the development review process that encourages greater production of affordable housing.	Annually	This is an ongoing program. The Department of Resource Management, the Board of Supervisors and the Community Action Agency remain committed to evaluating and supporting legislative changes that would encourage greater production of affordable housing and will continue to find feasible ways to reduce constraints in the development review process.

Program H3-C. Housing Fee Reduction Program	The County is currently reviewing the feasibility of reducing housing-related fees for qualifying affordable housing projects and will continue to review fees for potential reductions on an annual basis. The County will also work with the individual water and sewer districts serving the unincorporated areas to identify potential fee reductions to facilitate affordable housing development. If any fee reductions are determined to be feasible and adopted, the County shall promote the benefits of this program to the development community by posting information on its web site and creating a handout to be distributed with land development applications.	Develop program recommendation to the Board of Supervisors in conjunction with Board-directed fee review starting in August 2020 and annually thereafter.	The County has an annual program to consider modifications to applicable fees that are overseen by the County's Auditor-Controller. The Department of Resource Management is currently conducting an impact fee study and assessment of County development impact fees and needs more information to determine the feasibility of proposing to the Board of Supervisors reduced fees for qualifying affordable housing projects. The ongoing economic and fiscal analysis referenced in the status report for Program H1-D will help in considering these changes and will be revisited in June of 2023.
Program H3-D. General Plan Amendment - Flood Hazards, Fire Safety, and Climate Adaptation Program	In accordance with AB 162, SB 1241, and SB 379, the County will amend the Resource, Safety and Community Development Group of the General Plan to include analysis and policies regarding flood hazards and flood management, fire safety, and climate adaptation and resilience, to address ensure safe housing opportunities and address related constraints to housing development in the County.	Update to General Plan to address flood hazards, fire safety, and climate adaptation in 2021	The Planning Division is currently in the process of completing these updates to the General Plan. A consultant to has been retained by the County to assist with this process and the updates to the General Plan are expected to be completed by May 2023.
Program H3-E. Disadvantaged Unincorporated Communities Program	In accordance with SB 244 the County shall prepare an analysis of disadvantaged unincorporated communities (DUCs) that are located adjacent to incorporated jurisdictions. This will also include an analysis of all disadvantaged communities in the County. "Disadvantaged communities" are those communities that have median household incomes of less than 80% of the statewide median income.	Complete update of General Plan in 2021	The Planning Division has initiated the amendment process to analyze DUCs and is working with a consultant to complete these updates. Timeline: The amendments are expected to be adopted by end of May, 2023..
Program H3-F. Lot Access Program	The County shall continue to work with property owners and developers to ensure adequate public road access to future high density residential development is provided to Sites 7, 8, 9, and 10 (Zoned R-3-25) identified in Table IV-5.	Application is under review; approval will be conditioned to demonstrate adequate access.	This program is in progress. Robert Meissner and John Sharrah have submitted a parcel map application for the property where sites 7, 8, 9 and 10 (in Table IV-3 of Section IV of the Housing Element) are located to increase viability of development and, as part of the approval of the parcel map application, will be submitting documentation that adequate public road access will be provided. Timeline: The Planning Division is awaiting a response to an incompleteness letter for the proposal.
Program H3-G. Zoning Code Amendments - Housing Constraints	The County shall update the Zoning Code to remove constraints to a variety of housing types and ensure the County's standards and permitting requirements are consistent with State law. The update shall address the following: A. Residential care facilities for the elderly; B. Low barrier navigation centers; C. Transitional and supportive housing; D. Accessory dwelling units; E. Employee housing; F. Agricultural worker housing; G. Streamlined and ministerial review for eligible affordable housing projects; H. Development	Adopted by December 2021	The Zoning Code has been updated to address Residential Care Facilities for the Elderly, Transitional and Supportive Housing, Employee Housing and Agricultural Worker Housing. The Planning Division has been awarded SB2 grant funds to complete the remaining efforts and will utilize general funds to cover staff time as well. Due to limited staff resources, the Planning Division has not been able to make all planned changes to the Zoning Code at this time. However, SB2 grant funds are set aside for this effort and existing State Law is being adhered to. Timeline: The Planning Division has revised the target date to complete all items in this program by August 2023.
Program H3-H. ADU Amnesty Program	The County shall update the County Code to allow property owners five years to bring an illegally built ADU structure into compliance with permit and code requirements.	Adopted by December 2021	The Planning Division has begun efforts to update the ADU ordinance and will be including amnesty provisions for as-built ADUs as part of that update. Due to staffing levels, this effort was not completed in the expected timeframe. In the meantime, the Planning Division is enforcing State Laws regarding ADUs as prescribed. Timeline: To be completed by August of 2023.

Program H4-A. California Accessibility Standards Compliance	The County will continue to ensure that all construction projects requiring building permits comply with the State of California accessibility standards. The County will provide technical assistance as part of the building permit review process to assist property owners and contractors in understanding this law and related requirements applied to new development and/or retrofit or rehabilitation projects for public, residential, or commercial structures. The County will also provide a link on the County website to the Division of the State Architect's web page that provides various access compliance reference materials, including an advisory manual and answers to frequently asked questions.	Ongoing; update County website by September 1, 2020.	Complete. The Building Division continues to provide this information to property owners and contractors and remains up-to-date on State of California Accessibility Standards as changes may occur. The County website includes information on California Accessibility Standards and was updated with the required link.
Program H4-B. Density Bonus Implementation Program	The County will continue to provide for density bonuses consistent with State law. The County will update Chapter 17.83 of the County Code to reflect recent changes to State law related to density bonuses, including provisions for density bonuses and incentives for projects that contain 100% very low and low income units and no parking requirements for eligible special needs or supportive housing.	County Code updated by December, 2021.	The density bonus provisions of Shasta County Code will be updated to conform with State law as part of the zone amendment efforts identified in program H3-G. Timeline: The Planning Division currently complies with Density Bonus laws and intends to perfect the zoning provisions by August, 2023.
Program H4-C. Special Housing Needs Feasibility Program	The County will continue to explore feasible grant and loan opportunities with the USDA Rural Development Agency, Shasta County Housing Element V-21 California Department of Housing and Community Development (HCD), and HUD to develop successful applications, including working with private developers to submit applications, that can provide additional funding assistance for expanding the range of affordable housing options, both home ownership and rental housing, for extremely low, very low, and low income households as well as seniors, farmworkers, and/or other special needs households.	Continuous, where feasible.	This program is ongoing. Shasta County Housing & CAA has assisted several developers in the past cycle in an effort to ensure and increase affordable housing in Shasta County. The Department has applied for funding, provided letters of support for tax credit applications, and continues to explore new funding opportunities for affordable housing development. This Department also administers disaster recovery allocations for multi-family housing development awarded through the Community Development Block Grant Program as well as funding for affordable ownership housing through the Permanent Local Housing Allocation.
Program H4-D. Farmworker Housing Program.	To the extent financially feasible, the County will continue to support agencies that provide the existing and future agriculture worker housing needs in the County. If new construction of agriculture worker housing is needed and funding becomes available, the County will assist these agencies with identifying sites for the construction of this type of housing and streamline the permits and entitlements process.	Ongoing	Shasta County Housing & CAA is not aware of any current projects or needs in our community for this funding. These agencies will provide assistance for agriculture worker housing if new needs arise in 2023. This Department conducts a bi-annual community needs assessment to identify emergent needs in the community and administers housing and poverty mitigation programs to address these needs as resources are available.
Program H4-E. Homeless Support Program.	The County will continue to participate in the Homeless Continuum of Care for to provide outreach, housing and shelter, and homelessness prevention activities to homeless households and persons at-risk of homelessness. The County will participate in the Continuum of Care to identify the needs of the homeless and at-risk population, administration of funds, identification of potential funding opportunities, and related data management, which may include assisting with the Homeless Management Information System.	Ongoing	Shasta County CAA is the lead agency for the Norcal Continuum of Care (COC) and is responsible for program administration, including the administration and training for the Homeless Management Information System (HMIS). In 2022 the Department hired a Staff Services Analyst to assist with compliance and oversight of grant funding administered through the CoC. The department works closely with the COC membership to identify and meet the needs of homeless population in our community. The CoC conducts a yearly GAP analysis to ensure that all of the areas homeless needs are being addressed.
Program H4-F. Large Households Program.	The County will require developers of multifamily housing, excluding any multifamily housing serving seniors, disabled, or other special needs groups that may benefit from smaller unit sizes, receiving County-administered funding to include a minimum of 5% of units to accommodate large households.	Ongoing	Shasta County Housing & CAA continues to work with developers of multifamily housing where applicable to ensure this requirement is met.

[illegible]

