

2018 – 2019 ANNUAL

HOUSING WORK PLAN



As is required by all cities and counties in the state of California, Placer County's General Plan includes a Housing Element. Placer County's Housing Element was adopted in October 2013 and is in place through October 2021. In order to assist in focusing on the tasks necessary to meet Placer County's housing obligation and also to ensure Placer County has sufficient supply to house its residents, support desired economic development and offset associated transportation-related environmental impacts, the County Executive Office has created a multi-disciplinary "Housing Unit" to approach the housing challenge from many angles. The "Housing Unit," includes representative staff from the County Executive Office, Economic Development, Community Development, Department of Public Works and Facilities, and Health and Human Services, dedicated to finding ways to getting more affordable housing constructed throughout unincorporated Placer County.

On April 4, 2017, the County Board of Supervisors expressed its support for implementing a variety of housing strategies — a "menu" — that could be adapted for different parts of the county based on varying priorities and needs. On August 8, 2017 the Board authorized the implementation of the FY 2017-18 Annual Housing Work Plan. Notable accomplishments completed as part of the first annual work plan were presented to the Board on June 26, 2018 and have been included later in this document.

The Housing Unit has worked to assemble the Board's and other feedback into this FY 2018-19 Annual Housing Work Plan. The document is organized around implementation of the nine Housing Element goals, and also approaches performance measures associated with the Board of Supervisors Strategic Planning Priority on "Diversity of Achievable Housing throughout the County." Each task indicates staff time and funding expected to be allocated to each task, the funding source, and planned timeline for completion and outcomes.

2013-2021 PLACER COUNTY HOUSING ELEMENT GOALS

- » **Goal A** – To provide new housing opportunities to meet the needs of existing and future Placer County residents in all income categories
- » **Goal B** – To encourage construction and maintenance of safe, decent and sound affordable housing in the County
- » **Goal C** – To promote housing opportunities that meet the specific needs of residents and workers in the Tahoe Basin
- » **Goal D** – To improve the County's existing stock of affordable housing
- » **Goal E** – Preserve at-risk units within the unincorporated County
- » **Goal F** – To meet the housing needs of special groups of County residents, including a growing senior population, large families, single mothers, farmworkers, persons with disabilities, and persons and households in need of emergency shelter
- » **Goal G** – To increase the efficiency of energy use in new and existing homes with a concurrent reduction in housing cost for Placer County residents
- » **Goal H** – To assure equal access to safe and affordable housing for all persons regardless of age, race, religion, color ancestry, national origin, sex disability, familial status, or sexual orientation
- » **Goal I** – To ensure that Housing Element programs are implemented on a timely basis and progress of each program is monitored and evaluated regularly



KEY PROVISIONS OF THE HOUSING PROGRAM WORK PLAN

Consistent with the adopted 2013-2021 Housing Element and the Strategic Plan priority to create a “Diversity of Housing throughout the County,” the Housing Unit has established the following key provisions for the Work Plan:

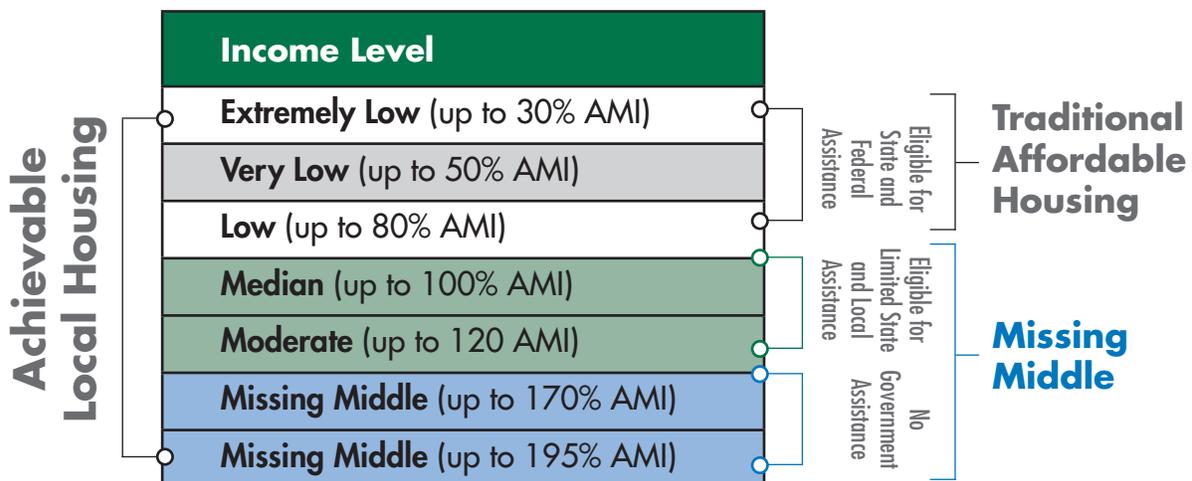
- Increase the availability of a mix of housing types in the County for existing and future residents, students, and employees whose income cannot support the cost of housing in the County;
- Improve the County’s overall employment growth by assisting County employers in reducing critical labor shortages of skilled workers in part driven by a lack of available housing; and
- Reduce vehicles mile traveled (VMT) by shortening commute distances for those who commute into Placer County for education or work, but who otherwise live elsewhere.

WHAT IS AFFORDABLE?

The 2013 Housing Element defines Affordable Housing as follows:

Affordable Housing: Under State and federal statutes, housing which costs no more than 30 percent of gross household income. Housing costs include rent or mortgage payments, utilities, taxes, insurance, homeowner association fees, and other related costs. TRPA defines affordable housing as deed-restricted housing to be used exclusively for lower-income households (income not in excess of 80 percent of the county’s median income) and for very low-income households (income not in excess of 50 percent of the county’s median income), and with costs that do not exceed recommended state and federal standards. The Mountain Housing Council of Tahoe Truckee has put forward a policy recommendation to more accurately define the range of housing needs in the Tahoe-Truckee area. Achievable Local Housing, as named, would mean that along with the traditional affordability levels of very low and low (up to 80% of area median income), affordability levels would include households earning between 80% - 195% of area median income levels.

The following graphic illustrates a range of housing needs.



HOUSING PROGRAM WORK PLAN COMPONENTS

Under a focused approach toward affordable housing development, the County is setting the foundation necessary to succeed in achieving its Housing Element goals. The four Components and their associated tasks outlined below are expected to be completed in this next fiscal year.

These tasks will assist in facilitating the development of higher density and multifamily development for moderate and lower income earners in areas where adequate infrastructure and public services are available, and applied in a manner that preserves and protects community identity and culture.

Planning & Research

Support development of achievable housing on available land within reasonable proximity to transit, job centers and commercial cores.

Est. Staff FTE: 1.36

Est. Project Cost:
\$35,000

Timeline: June 2019

Funding and Resources

Develop and support a reliable housing financing fund and investment strategy.

Est. Staff FTE: .94

Est. Project Cost:
\$35,000

Timeline: June 2018

Incentives & Regulations

Reduce constraints on the development of achievable housing by supporting a mix of housing types for a mix of household incomes.

Est. Staff FTE: 1.77

Est. Project Cost:
\$310,000

Timeline: June 2018

Legislative Advocacy, Strategic Relationships, Community Engagement

Encourage partnerships and outreach to inspire innovation and support of safe achievable housing for Placer County residents.

Est. Staff FTE: .66

Est. Project Cost: \$75,000

Timeline: Ongoing,
June 2018



2017-18 NOTABLE ACCOMPLISHMENTS

- Notable accomplishments since a focused effort on housing began in early 2017 include the following:
- County Executive Office established a multi-departmental Housing Unit that includes staff from the County Executive Office, Economic Development, Community Development, Department of Facilities and Public Works, and Health and Human Services. The purpose of the unit is to coordinate efforts to increase the supply of affordable housing in support of businesses and employment opportunities
- Community Development Resource Agency implemented a new Housing and Economic Development Unit and hired a Principal Planner to oversee programs
- First annual Housing Work Program was approved by Board of Supervisors in August 2017 that set forth preferred strategies for affordable housing priorities for the Fiscal Year 2017-18
- Legislative platform was updated to include housing and homeless initiatives
- County financial participation in the Tahoe/Truckee Mountain Housing Council
- Participated in Mountain Housing Council Tiger teams on Housing Policy, Fees, and Housing Opportunity Sites
- Attended Study Mission to Vail Colorado to learn about housing solutions
- Affordable Housing In-Lieu Fee Studies completed
- Amended Secondary Dwelling Ordinance to bring into conformance with changes in state law
- Tahoe and South Placer Economic and Housing Profile reports completed
- Assessed eastern Placer second homeowner interest in seasonal housing placement program
- Use Permit to allow Emergency Shelter to continue operation at Placer Government Center approved
- Placer County prepared a Comprehensive Housing Resources guide which includes temporary, emergency and permanent housing resources
- Placer County Government Center, Request for Proposals resulted in an Option Agreement with Mercy Housing to provide 79 units of affordable housing at the North Auburn Government Center
- Inventory and map of public and private land completed
- Tracking and monitoring tool for projects with affordable housing obligations implemented
- Purchase of an 18-unit apartment complex for low-income residents
- Purchased 2 homes for persons with mental illness enrolled in Whole Person Care
- \$16.3 million grant secured for 56 units of workforce housing, expansion of transit services and trails for the Schaffer's Mill project in Tahoe area
- Monitoring and oversight of 396 deed restricted affordable housing units including multifamily, single family, accessory dwelling, and senior assisted living
- Implemented respite care for discharged local hospitals for persons in Whole Person Care
- Zoning Text Amendment for Tiny Homes initiated
- Existing Conditions analysis of housing availability and future needs completed
- Site Evaluation Tool developed to evaluate achievable housing sites.
- Jurisdictional comparison report completed to review other cities and counties successful housing programs and policies completed
- Prepared recommendations for future policy and procedural updates in support of a mix of housing types for a mix of household incomes complete
- Completed two First Time Homebuyer loans using HOME Program Income
- Submitted a CDBG Application to the State Department of Housing and Community Development for Owner Occupied Rehabilitation funding
- Completed the CDBG special and general conditions for Hill Top / Springhill Marriott Hotel supporting the job creation of 43 full time equivalent employees
- Board of Supervisors action to approve Material Terms for the purchase of the Nahas Property on Dollar Hill in Tahoe City to potentially develop achievable housing to local residents of all income ranges

FY 201-19 HOUSING PROGRAM WORK PLAN TASK DETAIL

Component 1- Planning & Research

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
1	Analyze internal and external institutional structure of housing staff and resource	.2	N/A	June 2019	CEO
2	Continue to partner with TRPA and review and recommend changes to Basin regulations and plans that will reduce restrictions on affordable workforce and employee housing	.1	N/A	June 2019	CEO and CDRA
3	Complete environmental review for Placer County Government Center (PCGC) Master Plan Update (HE Program A-7) and assist Mercy Housing in construction of 79 affordable units	.1	N/A	May 2019	DPWF and CDRA/ General Fund
4	Kick Off 2021 Housing Element Update by working with SACOG on RHNA, preparing scope of work and public outreach strategy	.2	\$25,000	June 2019	CDRA/General Fund
5	Assist with preparation of the Sunset Area Plan/Placer Ranch Specific Plan with regards to affordable housing obligation	.1	N/A	June 2019	CEO and CDRA
7	Tiny House On Wheels Ordinance	.2	N/A	December 2018	CDRA/General Fund
8	Prepare "Building an ADU" guidebook and marketing/outreach	.1	\$10,000	March 2018	CDRA/General Fund
9	Assist with the processing of the Kings Beach Commercial Center and support the development in meeting the employee housing obligation	.1	N/A	May 2020	Economic Development, CEO, CDRA, Applicant/ General Fund
10	Assist with public meetings, development of an RFP to affordable housing developers, environmental review and permit processing for Board identified priority projects.	.25	N/A	Ongoing	CEO and CDRA/General Fund and HTF
11	Secure funding from HCD to fund Civic Sparks Fellow that will assist on site CDRA with housing programs and tasks related to State SB 2 and SB 3 objectives.	0	N/A	September 2018	State HCD to fund position @ \$25,000 will work on Housing Work Plan Program items
12	Continue to monitor and track: <ul style="list-style-type: none"> ▪ Existing affordable housing obligations of approved projects ▪ Existing deed restricted units ▪ Housing Opportunity Sites ▪ RHNA Targets 	.01	N/A	Ongoing	CDRA

Housing Element Performance Goal(s): A, B, C, D, E, F, H and I

Component 2 - Incentives & Regulations

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
1	Prepare revisions to design standards as appropriate to allow maximum design flexibility, while still attaining other important County objectives including conservation, historical/traditional identity and character of each community.	.25	\$75,000	December 2019	CDRA/General Fund
2	Prepare revisions to policies, ordinances, regulations, and procedures that may unnecessarily add to the cost or delay of housing development.	.5	N/A	October 2018	CDRA/General Fund
3	Initiate process improvements to the development review process to streamline the approval process for achievable housing projects.	.10	N/A	October 2018	CDRA/General Fund
4	Analyze second homeowner program options in support of long term rentals for the Tahoe region, including possible seasonal subsidy and registry matching service.	.02	N/A	December 2018	CEO/CDRA General Fund
5	Contract with environmental consultant to prepare necessary environmental review of proposed revisions to design standards, policies, ordinances and housing review processes. Estimated to take 18 months to complete review.	.50	\$225,000	Contract Approved January 2019	CDRA/General Fund
6	Prepare update of residential fee and fee waiver/deferral ordinance	.1	N/A	Complete February 2019	CDRA/General Fund
7	Analyze options for missing middle income households up to 195% of AMI along with the traditional affordability levels of very low and low income housing needs, including but not limited to deed restrictions for employee housing and housing credit programs.	.2	N/A	March 2019	CEO and CDRA/ General Fund
8	Work with eastern Placer County-based stakeholders to assess options for a second homeowner rental program	.1	\$10,000	December 2018	CEO/General Fund

Housing Element Performance Goal(s): A, B, C, D, E, F, and H

Component 3 – Funding and Resources

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
1	Final In-Lieu fee recommendation for Board action	.05	N/A	September 2018	CDRA/General Fund
2	Develop an Affordable Housing financing and investment strategy that identifies acceptable criteria for funding and thresholds required to be met.*	.2	\$25,000	Initial Draft January 2019; Final June 2019	CEO and CDRA/ General Fund
3	Contract for on-call consultant to provide site specific Pro Forma to determine profitability, development capacity, and marketability ranking to assess potential investment priorities.	.05	\$10,000 per/year	October 2018	CDRA/General Fund
4	Continue to implement County First Time Homebuyer program, Housing Rehabilitation program, and other related programs as funding is available.	.5	N/A	Ongoing	CDRA/General Fund
5	Work with stakeholders in eastern Placer County as part of other efforts to consider identifying additional Transient Occupancy Tax revenue into the General Fund, but dedicated to specified projects and programs per Board policy	.03	TBD	June 2018	CEO/General Fund & TOT
6	Assist affordable housing developers with local, state, federal and private grants and funds necessary for gap financing for PCGC site and potentially the Nahas property.	.02	TBD	Ongoing	CEO & CDRA/ General Fund
7	Submit HOME Application for \$500,000 to State Department of Housing and Community Development 1 st Time Homebuyer funding	.02	N/A	August 2018	State HOME Program
8	Work with Mercy Housing to apply for state "No Place Like Home" grants for application of technical assistance and funding/financing to develop housing for residents with serious mental illness	.02	TBD	May 2019	HHS/State of CA MHSA Grants
9	Secure housing for 10-20 homeless individuals with disabilities using private philanthropy and MHSA funds.	.05	TBD	December 2018	HHS/Sutter Health Foundation

* **Possible Ongoing Funding Sources:** Federal: Mental Health, National Housing Trust; State: Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Affordable Housing and Sustainable Communities (AHSC), Affordable Housing Program (AHP), Golden State Acquisition Fund (GSAF), Infill Infrastructure Grant (IIG); Local: Martis Fund, Housing Trust Fund, Capital Reserves, mPower, Transient Occupancy Tax (TOT), In-Lieu Fee, General Fund; Bond Financing, Redevelopment Property Tax Trust Fund (RPTTF)

Housing Element Performance Goal(s): A, B, C, D, E, F, and H

Component 4 – Legislative Advocacy, Strategic Relationships, Community Engagement

	Task	Est. FTE	Est. Costs	Est. Timeline	Responsible Agency/ Funding Source
1	Update County's Legislative Platform to focus state and federal increases in resources and reduce constraints to the development of affordable housing projects (e.g. Department Fish and Wildlife wetlands, CEQA, etc.)	.05	N/A	Ongoing	CEO/General Fund
2	Work with PIO office to improve website, increase media news and updates on Housing projects and programs and prepare Placer County Housing outreach and public awareness and promotion plan.	.20	\$25,000	March 2019	CEO & CDRA/ General Fund
3	As part of the public awareness and promotion plan, map housing opportunity sites/areas to promote the construction of housing.	.02	N/A	November 2018	CDRA/General Fund
4	Expand County website to include housing program information, copies of public notices, project pages and "Fact Sheets" for each program or project.	.01	N/A	Ongoing	CEO & CDRA/ General Fund
5	Work regionally with stakeholders such as SACOG, local and regional cities and counties, GSEC, BIA, Realtors Association, and the Community Foundations to ensure an appropriate cross section of interests are represented and solutions are supportive of regional housing needs	.02	N/A	Ongoing	CEO & CDRA/ General Fund
6	Financial Commitment to the Mountain Housing Council	N/A	\$50,000	July 2019	CEO/General Fund
7	Allocate Housing Unit staff resources to support initiatives of the Mountain Housing Council	.33	N/A	Ongoing	CEO, CDRA, & DPWF/ General Fund
8	Track and share annual report of performance measures for the Critical Success Factor of "Diversity of Achievable Housing Throughout County" approved by the Board in its Strategic Plan.	.01	N/A	Sept 2018	General Fund
9	Prepare "Building an ADU" guidebook and marketing/outreach	.1	\$10,000	March 2018	CDRA/General Fund
10	Develop and monitor draft Strategic Plan Performance Measures to monitor progress on creating "Diversity of Achievable Housing throughout the County."	.02	N/A	October 2018, on-going	CEO, CDRA/ General Fund

Housing Element Performance Goal(s): A, B, C, D, E, F, and I