

# CHAPTER 2 – GOALS, POLICIES, AND IMPLEMENTATION PROGRAMS

This chapter of the Housing Element contains the City’s goals and policies, and the proposed strategy to implement ~~its~~ the City’s housing goals and policies. The ~~objective of the housing programs goals and policies are to address~~ reflect the housing needs, the constraints to housing production, and the contributing factors to fair housing that are identified in Appendix A. ~~identified in the Housing Needs Assessment contained in Appendix A, including the community profile in Appendix A, Affirmatively Furthering Fair Housing in Appendix A, and Constraints.~~ Available funding resources for housing are discussed in Appendix A-C and are integrated into City’s ~~strategy programs~~ when applicable. Each proposed ~~implementing action program~~ contains a description of the intended action, an explanation of the responsible agency, possible sources of funding (if applicable), the time frame during which the program would take effect, and anticipated results. Whenever possible, the anticipated results have been expressed in quantified terms.

According to the Governor’s Office of Planning and Research (Appendix E, State General Plan Guidelines, accessed February 1, 2023), a goal is an ideal future end related to the public health, safety, or general welfare. A goal is a general expression of community values and, therefore, may be abstract in nature. Consequently, a goal is generally not quantifiable or time dependent. A policy is a specific statement that guides decision-making. It indicates a commitment of the local legislative body to a particular course of action. A policy is based on and helps implement a general plan’s vision. A policy is carried out by implementation measures. An implementation measure is an action, procedure, program, plan, or technique used to carry out a Housing Element goal and policy.

## Required Program Components

To make adequate provision for the housing needs of people all income levels, to comply with State housing element a jurisdiction must, at a minimum, identify programs that do all of the following:

- Identify adequate sites, with appropriate zoning and development standards and services to accommodate the locality’s share of the regional housing needs for each income level.
- Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low-, and moderate-income households.
- Address and, where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for people at all income levels, as well as housing for people with disabilities.
- Conserve and improve the condition of the existing affordable-housing stock.
- Preserve assisted housing developments at-risk of conversion to market-rate.
- Promote equal housing opportunities for all people, regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.
- Explicitly address, combat, and relieve disparities resulting from past and current patterns of segregation to foster more inclusive communities, address disparities in housing needs and access to opportunity, and foster inclusive communities.



For each program, the jurisdiction must identify a schedule of actions during the planning period, the agencies and officials responsible for implementation, and identification of funding sources to implement the program. Appropriate grant programs that will be applied can be identified as a funding source.

To affirmatively further~~ing~~ fair housing, jurisdictions must establish goals, policies, and actions based on the identified contributing factors, and the priority of those factors. Government Code section 8899.50 requires “meaningful actions” well beyond combating discrimination to overcome patterns of segregation and foster inclusive communities. These actions, as a whole, must:

- Address significant disparities in housing needs and in access to opportunity;
- Replace segregated living patterns with truly integrated and balanced living patterns;
- Transform racially and ethnically concentrated areas of poverty into areas of opportunity; and
- Foster and maintain compliance with civil rights and fair housing laws, to address Mt. Shasta’s fair housing issues and the contributing factors.

The identified contributing factors are prioritized in Appendix A. Table 2-3, Goal HO-7, contains Mt. Shasta’s AFFH action plan to address the identified contributing factors to overcome identified patterns of segregation and affirmatively further fair housing.

The Goals of the Housing Element and the number of Policies and Programs within each Goal are as follows:

GOAL HO-1 - Provide Adequate Sites

GOAL HO-2 - Ensure the Availability of a Variety of Housing Types

GOAL HO-3 - Conserve, Rehabilitate, and Enhance the Condition of the Existing Housing Stock and Residential Neighborhoods.

GOAL HO-4 - Facilitate the Provision of Housing Suited to Persons with Special Needs

GOAL HO-5 - Encourage and Support the Development of Affordable Housing

GOAL HO-6 - Encourage Sustainable Housing Development and Energy Conservation

GOAL HO-7 - Promote Equal and Fair Housing Opportunities for All People



Use of the California icon  below denotes Mt. Shasta’s programs that fulfill a specific State housing law requirement. Table 2-1 below, lists the 18 programs that are intended to meet a State housing law mandate and is for quick reference. While there are programs that do not have the California icon, these programs are intended to meet one or more of the required program components discussed above. Also, some programs are included in response to public input received during meetings.

Table 2-1 Programs to Meet a Specific State Law Requirement		
HO-1.3.1	HO-2.3.5	HO-4.2.1
HO-1.3.2	HO-2.3.6	HO-4.2.2
HO-1.3.3	HO-2.3.7	HO-4.2.3
HO-2.2.1	HO-2.4.1	HO-4.2.4
HO-2.3.1	HO-3.2.1	HO-4.2.5
HO-2.3.2	HO-3.3.1	HO-7.1.1

Use of the fair housing icon  below denotes Mt. Shasta’s programs that are meaningful actions to affirmatively further fair housing in the City.

## Priority Programs that Require Amendments to the Mt. Shasta Municipal Code

City staff have identified the following Programs that require amendments to the Mt. Shasta Municipal Code and are high priority. These programs are identified as high priority because they implement State housing law, have been included as programs in at least one previous housing element, and/or the necessary Zoning Code amendments have not been completed to date. As such, the City has committed General Fund monies to initiate and complete the amendments, with the amendments to be completed, i.e., adopted, within one year of adoption of the 2023-2031 Housing Element.

Table 2-2 Priority Programs	
HO-1.3.3	Subprograms 3), 4), 5a) and 5b) of HO-4.2.1
HO-2.3.1	HO-4.2.2
<del>HO-2.2.6</del>	HO-4.2.3
HO-2.3.6	Subprograms 1), 2), and 5) of HO-4.2.4

### GOAL HO-1 - PROVIDE ADEQUATE SITES

The City of Mt. Shasta shall provide adequate sites to accommodate the City’s housing needs and regional housing needs by always ensuring there is an adequate supply of land for residential development.

#### Policy HO-1.1

The City shall encourage and facilitate the construction of housing to meet the City’s share of regional housing needs during the 2023-2031 Housing Element planning period of at least one (1) extremely low income unit and one (1) low income unit. In addition to Mt. Shasta’s share of the regional housing needs, the City shall encourage



and facilitate the rehabilitation and construction of the following number of housing units according to the following income levels:

**Table 2-3  
City of Mt. Shasta’s Quantified Objectives, 2023-2031**

	<b>Extremely Low Income</b>	<b>Very Low Income</b>	<b>Low Income</b>	<b>Moderate Income</b>	<b>Above Moderate Income</b>	<b>Total</b>
New Construction	7	7	10	9	25	58
Rehabilitation	3	3	3	0	0	9
Preservation	0	14	14	0	0	28
Totals	<b><u>1610</u></b>	<b><u>2724</u></b>	<b><u>3027</u></b>	<b>9</b>	<b>25</b>	<b><u>10795</u></b>

### Policy HO-1.2

Ensure Mt. Shasta provides adequate sites with appropriate zoning and available public facilities and services to meet the City's share of regional housing needs for all income groups during the housing element planning period. These lands shall be available at any time with appropriate General Plan and Zoning regulations for residential development to reduce the impact that the lack of available land may have on the cost of single-family and multifamily development.

### Policy HO-1.3 (was Policy HO-2.4 in the 2014-2019 HE)

The City shall not place any condition of approval that lowers the proposed density of a residential project if the project otherwise conforms to the General Plan, zoning, and/or development policies in effect, unless the requisite findings required by Government Code Section 65589.5 et seq. are made.

#### Program HO-1.3.1

To ensure at all times during the planning period the City has an adequate inventory to accommodate its designated regional housing need allocation, the City will evaluate and make written findings for entitlement and building permit applications seeking to develop designated inventory sites for decreases in density and affordability of housing units consistent with No Net Loss Law, Government Code Section 65863 et seq. If project approval will result in an inventory deficit, steps will be taken to replace the lost inventory sites by rezoning qualified properties in other areas as needed to meet the City’s remaining RHNA for lower-income households in accordance with Government Code Section 65863 et seq.

**Administration:** Planning Department, City Manager

**Funding:** Application fee, General Fund

**Timing:** On a project-by-project basis; the City shall conform with the provisions of Government Code Section 65863 et seq. if an inventory deficit is found

#### Program HO-1.3.2 (was Implementation Measure HO-1.2.1)

Every year, as part of the annual Housing Element review, the City shall review the vacant land inventory with the objective of ensuring the City can accommodate a variety of housing types. If a deficiency is projected to occur, the City shall take steps to change the General Plan and zoning as needed to increase the amount of available land. The City shall make the inventory available to the public, especially the development community, for their information and use.



**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Annually.

### Program HO-1.3.3

- 1) In compliance with State law, i.e., subparagraph (a) of Government Code Section 65589.7, the City shall deliver the adopt housing element to all public agencies that provide water and sewer service in the City of Mt. Shasta.
- 2) The City shall grant priority for the provision of water and sewer services to proposed developments that include housing units affordable to lower income households, in compliance with State law, i.e., subparagraph (a) of Government Code Section 65589.7.
- 3) In compliance with State law, i.e., subparagraph (b) of Government Code Section 65589.7, the City shall establish written policies and procedures that grant priority for water and sewer to proposed development that includes housing affordable to lower-income households.

**Administration:** Planning Department and Department of Public Works, and City Manager

**Funding:** General Fund

**Timing:** 1) Within thirty (30) days of adoption of the 2023-2031 Housing Element; 2) Immediately and at all times for the duration of the 2023-2031 Housing Element; 3) within ~~five~~one years from adoption of the Housing Element.

## Policy HO-1.4

With all due consideration to financial constraints, and consistent with other General Plan policies, the City shall encourage, participate, and cooperate in extension of City services to currently unserved and underserved areas, including direct financial participation when deemed appropriate by the City Council.

### Program HO-1.4.1 (was Implementation Measure HO-1.5.1)

Subject to availability of funding, the City shall work with developers of housing located outside existing sewer and/or water service areas, or in areas where existing systems are at or near capacity, to develop or improve essential utility systems to facilitate housing development. City assistance may involve direct participation in improvements or cooperation in the formation of assessment districts or other means of financing necessary improvements.

**Administration:** City Manager

**Funding:** To be determined.

**Timing:** As opportunities are recognized.

## GOAL HO-2 - ENSURE THE AVAILABILITY OF A VARIETY OF HOUSING TYPES

Mt. Shasta shall remove governmental constraints on the development, maintenance, and improvement of housing to ensure a variety of housing types for all income levels can be developed throughout the City of Mt. Shasta during the 2023-2031 Housing Element planning period.

### Policy HO-2.1 (was POLICY HO-3.1)

The City shall continue to allow and encourage residential uses within the Central Business District (CBD) on second floors and above in commercial structures as a means to provide additional affordable and convenient housing.

### Policy HO-2.2

The City will ensure that developers and City residents are made aware of key housing programs and development opportunities.

#### Program HO-2.2.1

The City will improve community awareness and support for the City's housing programs citywide by publicly sharing information on the City's website about zoning ordinances, development standards, fees, exactions, surplus public lands, fair housing resources, and housing affordability requirements. The City shall also encourage development of [Accessory Dwelling Units \(ADUs\) and Junior ADUs](#) by developing materials then publishing information about ADUs [and JADUs](#) (the City will utilize resources and materials developed by other California jurisdictions to reduce development costs). This program will be implemented consistent with the requirements of AB 1483 (2019). The City will perform proactive public outreach using a variety of methods that may include in-person or virtual participation and may occur outside City offices and regular business hours, e.g., community events, farmer's markets; real estate industry workshops, and direct contact with developers and property owners to improve the dissemination of information about the City's housing programs including affordable housing programs.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within ~~18~~ one year from adoption of the Housing Element. To improve awareness of the City's affordable housing programs, the City will participate in an industry event, workshop, or similar public event/activity at least once a year beginning in 2025.

### Policy HO-2.3

The City shall ensure that the City's land use regulations are consistent with State [law](#), and that planning and building entitlement and permit processes and procedures do not unnecessarily constrain the production of housing. The City shall continue its practice of prioritizing multifamily development entitlement applications. The City shall strive also to ensure that City fees, are not a constraint to the development of affordable housing.

#### Program HO-2.3.1

The City shall implement Government Code Section 65913.4 et seq., the Streamlined Ministerial Approval Process, also referred to as SB 35. To implement SB 35, the City shall prepare written procedures and forms meeting the

requirements of state law. The City shall publish its SB 35 procedures on its website, and shall make its SB 35 forms and materials available for download on the website. Printed copies of the City's procedures, forms and other related materials shall be made available at the Planning Department's public information counter also.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within one year from adoption of the 2023-2031 cycle housing element.

### Program HO-2.3.2

The City shall amend the Mt. Shasta Municipal Code, Title 18 Sections 18.08.300 and 18.20.120, to adopt implementing procedures that are consistent with State Density Bonus Law, Government Code Section 65915 et seq. and current case law.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within one year from adoption of the 6<sup>th</sup> cycle housing element.

### Program HO-2.3.3 (was Implementation Measures HO-2.5.1 and HO-3.5.1)

The City shall review building and development connection fees and permit fees, and modify, as feasible, those standards and fees deemed to be unnecessary, excessive, or that create unusual constraints on affordability and housing availability. At the time of adoption of any new mitigation fees, the City shall consider the housing needs of low- and moderate- income households. Provisions shall be included for potential fee reductions or other cost reductions for projects where 25 percent or more of the housing would be dedicated to low- and moderate-income persons when a covenant is signed assuring continued use by low- and moderate-income households.

**Administration:** Building Department, Planning Department, and City Manager

**Funding:** General Fund

**Timing:**

A) Beginning in 2025, bi-annually thereafter.

B) Prior to adoption ~~to~~ of new ordinances and resolutions for residential development standards and fees.

### Program HO-2.3.4

The City shall consider amendments Mt. Shasta Municipal Code, Title 18, to permit owner-occupied, rental, and mixed tenure multifamily uses by-right without a conditional use permit or other discretionary permit for developments in which 20 percent or more of the units are affordable to lower income households and the project achieves a minimum buildout density of 15 dwelling units per acre. Qualifying projects shall be subject only to written objective development and performance standards. The amendments to the Mt. Shasta Municipal Code shall expressly exempt qualifying housing projects from both the Architectural Review requirements of Section 18.60 et seq., and the provision permit requirements of Section 18.70 et seq. of the Mt. Shasta Municipal Code.

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timing:** Within two years from adoption of the Housing Element

### Program HO-2.3.5

The City shall amend Mt. Shasta Municipal Code, Title 18 Section 18.22 regulations for Accessory Dwelling Units (ADUs), and other sections as applicable, to be consistent with State law. ADUs and Junior ADUs (JADUs) shall be

permitted in any residential or mixed-use zone consistent with State law. Residential or mixed-use zones shall be construed broadly to mean any zone where residential uses are permitted by-right or by conditional use. ~~The following s~~Subsections 18.08.040, 18.22.020 and 18.22.040 of the MSMC shall be amended ~~18.22.020, 18.22.040,~~ and any other sections as necessary to address inconsistencies with State law ~~and as specified in~~ written findings issued by HCD in accordance with Government Code Section 65852.2(h)(1). ~~Mt. Shasta Municipal Code, Section 18.08.040, Definitions, Accessory Dwelling, shall be either repealed or amended such that the definition comports with State law.~~

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timing:** Within one year from adoption of the Housing Element. Should HCD issue written findings pursuant to Government Code Section 65852.2(h)(1), then within one year from the date of the letter.

### **Program HO-2.3.6** (was Implementation Measure HO-2.5.2)

The City shall amend ~~the~~ Title 18 of the Mt. Shasta Municipal Code to allow manufactured homes on permanent foundations on all lots zoned for conventional single-family residential dwellings. The manufactured home and the lot on which it is placed shall only be subject to the same development standards to which a conventional single-family residential dwelling on the same lot would be subject. Any architectural requirements imposed on the manufactured home structure itself, exclusive of any requirement for any and all additional enclosures, shall be limited to its roof overhang, roofing material, and siding material. However, any architectural requirements for roofing and siding material shall not exceed those which would be required of conventional single-family dwellings constructed on the same lot. The amendments of Title 18 of the Mt. Shasta Municipal Code shall not have the effect of precluding manufactured homes from being installed as permanent residences, and shall be consistent with Government Code Section 65852.3 et seq.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within one year from adoption of the 2023-2031 cycle housing element.

### **Program HO-2.3.7**

The City shall amend the Design Guidelines, City of Mount Shasta, dated June 14, 2010, to be consistent with the provisions of the R-3 zoning district. The amendments shall expressly allow multiple-family dwellings of four units to not be subject to the Architectural Review provisions of Chapter 18.60 of the MSMC, and procedures adopted in accordance thereto, and to be consistent with the provisions of the R-3 zoning district.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within two years from adoption of the 2023-2031 cycle housing element.

### **Program HO-2.3.8**

The City will consider preparation of amendments to 2010 Design Guidelines, and Zoning Ordinance as applicable. Specifically, the amendments would replace and/or remove subjective standards that apply to multifamily development with standards that are objective, within in the meaning of Government Code Section 65589.5, subparagraph (f). The purpose of the amendments to the Design Guidelines is:

- Comply with recent State housing legislation, i.e., SB 35, the Housing Accountability Act, etc.;
- Achieve the intent of the City's planning documents and enhance community character;



- Provide objective criteria for the design review of multifamily residential; and
- Provide certainty to developers.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within two years from adoption of the 2023-2031 cycle housing element.

### Program HO-2.3.9

The City shall prepare amendments to Chapter 15.44 “Off-Street Parking Requirements” of the MSMC for below market rate housing units to not be subject to the requirement that residential structures of four or more dwelling units shall reserve one additional space per five units for recreational vehicles. The City’s amendments shall provide an administrative exception process for qualifying projects.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Within two years from adoption of the 2023-2031 cycle housing element.

## Policy HO-2.4

The City will facilitate the development of workforce and affordable housing through supporting funding applications, expedited permit review, approval of requests density bonus or development incentives, the availability of ministerial streamlining for qualifying projects, and other incentives. The City will work with market rate and nonprofit housing developers, and community organizations to develop workforce and affordable housing.

### Program HO-2.4.1

1) The City shall provide density bonuses to homebuilders proposing to include qualifying dwelling units and/or other qualifying project amenities within residential developments consistent with Government Code Section 65915 et seq.

2) The City will prepare and publish materials on the City’s website informing property owners and housing developers of the City’s density bonus program for qualified housing developments consistent with Government Code 65940.1.

3) During the Housing Element planning period, the City shall monitor State law for amendments to Government Codes Sections 65915 et seq., to ensure ongoing compliance with State law. If State law is amended such that revisions to the City of Mt. Shasta’s Zoning Code are necessary for legal compliance, the City will initiate amendments to Title 18 of the Mt. Shasta Municipal Code.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** 1) As qualifying prospective projects are submitted; 2) within 30 days of adoption of amendments to the Title 18, of the Mt. Shasta Municipal Code; and 3) As part of the City’s annual housing element progress report, the City shall report to the Planning Commission any amendments to Government Codes Section 65915.

## GOAL HO-3 - CONSERVE, REHABILITATE, AND ENHANCE THE CONDITION OF THE EXISTING HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

The City shall initiate all reasonable efforts to preserve, conserve, and enhance the quality of existing dwelling units and residential neighborhoods to ensure full utilization of the City's existing housing resources for as long as physically and economically feasible.

### Policy HO-3.1

The City shall support housing rehabilitation and encourage housing maintenance in order to avoid future need for significant rehabilitation or replacement.

#### Program HO-3.1.1

1. The City shall conduct a housing conditions survey. The survey will also identify housing units and/or neighborhoods where there may be concentrations of substandard housing to assist with prioritization of funding for rehabilitation of housing units. The City shall prioritize neighborhoods identified by the City's Building Official as having condition issues. Housing unit condition is to be assessed by an exterior survey of the quality and condition of the building and what improvements (if any) may be needed consistent with the requirements of Government Code Section 65583(a)(2). The City shall implement an assessment methodology that meets the requirements of the California Department of Housing and Community Development and/or HUD.
2. The City shall develop an owner-occupied rehabilitation (OOR) program for income-qualified households, and apply for funding. If the City has available program income and OOR is an eligible use of program income per the grantor, the City will consider amendments to the program income reuse plan to include an OOR activity, and establish a suballocation of the program income for the OOR activity.
3. The City shall provide free guidance and technical assistance through the Building Department to homeowners who wish to repair and improve the habitability and weatherization of existing housing. The availability of this service will be advertised as part of the City's proactive public outreach for housing to improve community awareness.
4. The City shall support third-party and non-profit organizations, such as Great Northern Corporation, that offer zero- and low-cost rehabilitation or weatherization programs, including but not limited to, facilitating notification of owners of homes in need of rehabilitation or weatherization about programs that could help meet rehabilitation needs.
5. The City will support and promote the activities of other governmental agencies and non-profits that promote homeowner maintenance and improvement of self-help skills. The City will advertise the availability of these programs and services using the City's website, mailers with utility bills, and display of printed materials in City offices and the City library.
6. The City shall continue to perform proactive code enforcement to improve housing units that are substandard and have habitability issues in order to conserve the inventory of housing.
7. The City shall continue to perform active enforcement against illegal short term rentals because they reduce available housing stock.

**Administration:** City Manager, and Planning and Building Departments

**Funding:** General Fund

**Timing:**

1. The housing conditions survey shall be completed no later than December 31, 2028.
2. No less than annually the City will review state funding calendars to identify programs that allow OOR as an eligible activity. As state and federal funding becomes available, the City will apply for funding for an owner-occupied program.
3. No less than annually
4. The City shall contact third-party and non-profit organizations no less than annually about availability of zero- and low-cost rehabilitation or weatherization programs.
5. The City shall contact agencies and non-profit organizations no less than annually about planned activities, and coordinate participation.
6. & 7. Transactionally during the planning period, and as substandard housing conditions are verified by the Building Department.

## Policy HO-3.2

Implement Replacement Housing to Mitigate the Loss of Affordable Housing Units on Housing Element Inventory Sites. Upon City Council adoption of 6<sup>th</sup> Cycle Housing Element Update, the City shall immediately begin implementing replacement housing, when applicable, in accordance with Government Code Section 65583.2(g)(3). The replacement housing policy shall require new housing developments on the City's designated Housing Element Inventory Sites to replace all affordable housing units lost due to new development. The City shall also prepare and adopt a local replacement housing policy.

### Program HO-3.2.1

The City shall prepare and adopt a replacement housing policy consistent with Government Code Section 65583.2(g)(3). The City will adopt a policy and will require replacement housing units subject to the requirements of Government Code section 65915, subdivision (c)(3) on sites identified in the City's site inventory when any new development (residential, mixed-use or nonresidential) occurs on a site that is identified in the inventory meeting the following conditions:

- currently has residential uses or within the past five years has had residential uses that have been vacated or demolished, and
- was subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of low or very low-income, or
- subject to any other form of rent or price control through a public entity's valid exercise of its police power, or
- occupied by low or very low-income households.

The City's policy will also consider how to provide disclosure for properties subject to replacement housing for future property owners.

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timeframes:** The Replacement Housing requirement shall be implemented immediately and applied as applications on designated Housing Element Inventory Sites are received and processed, and local policy shall be adopted by December 31, 2024.

## Policy HO-3.3

The City shall prioritize the preservation of existing affordable housing at risk of loss of affordability covenants as a critical means of mitigating the displacement and loss of affordable housing units from the City's housing stock.

### Program HO-3.3.1

The City will establish an at-risk affordable housing program to mitigate the potential conversion of assisted affordable units, such as the Alder Garden and the Pres. George Washington Manor I and Manor II apartments, to market-rate units. The program will monitor at-risk housing developments, assist tenants of affected housing developments, and provide assistance, as feasible, with finance, and technical and regulatory assistance.

1. Monitor owners of at-risk housing developments on an ongoing basis, at least every twelve months, in coordination with other public and private entities to determine their interest in selling, prepaying, terminating, or continuing participation in a subsidy program. For the Pres. George Washington Manor I and Manor II apartments, the City shall engage the property owner and property manager no later than July 30, 2027.
  - A) Contact owners and property managers of assisted housing projects about rehabilitation needs and preservation of at-risk projects. Assist with funding applications to support rehabilitation and preservation.
2. The City shall annually meet with stakeholders and housing interests to participate and support federal, state, and local initiatives that address affordable housing preservation (e.g., support state or national legislation that addresses at-risk projects, support full funding of programs that provide resources for preservation activities).
3. Take all necessary steps, that are feasible and within control of the City, to ensure that a housing development remains in or is transferred to an organization capable of maintaining affordability restrictions for the life of the project, including proactively ensuring notices to qualified entities, coordinating an action plan with qualified entities upon notice, and assisting with financial resources or supporting funding applications.
4. Annually identify funding sources for at-risk preservation and acquisition rehabilitation and pursue these funding sources at the federal, state, or local levels to preserve at-risk units on a project-by-project basis.
5. Work with owners, tenants, and nonprofit organizations to assist in the nonprofit acquisition of at-risk projects to ensure long-term affordability of the development. Annually contact property owners, gauge interest, and identify nonprofit partners and pursue funding-and-preservation strategies on a project basis.
6. The City will coordinate with owners of expiring subsidies to ensure tenants receive the required notices at 3 years, 6 months, and 12 months, per California law.
7. The owner will be required to provide written notification to residents of the expected date of loan prepayment or payoff, at which time the owner will no longer be restricted in the level of rent that can be charged. The notice will also contain an estimate of rent increases at the time rental restrictions no longer apply. Residents moving into a housing development during this one-year period must also be notified in writing of the pending conversion prior to signing a rental agreement.
8. The City will inform property owners regarding any federal and state legal requirements for providing relocation assistance to those low-income households who are unable to afford rent increases.
9. If an affordable housing project indicates it is opting out of its affordability restrictions, the City will ensure that affected residents receive notification of the owner's intent and will provide nonfinancial assistance with relocation.

10. The City will solicit interested nonprofit housing corporations and local housing authorities to acquire and maintain such projects as low-income housing. The City will assist an interested nonprofit housing corporation or housing authority in applying for state or federal assistance for acquisition.

**Administration:** Planning Department and City Manager

**Funding:** California Housing Finance Agency Preservation, Acquisition Financing Mortgage Insurance for Purchase/Refinance (HUD)

**Time Frame:** Contact property owners within 120 days of adoption of the 2023-2031 Housing Element to determine future ownership plans; implement preservation strategy if owners indicate desire to sell or convert their properties.

### **Program HO-3.3.2** (was Implementation Measure 4.2.1)

The City shall maintain a list of non-profit organizations interested in the retention and construction of affordable housing and entities qualified and interested in participating in the offer of Opportunity to Purchase and Right of First Refusal, and meet with and assist organizations desiring to maintain affordable housing in the city. The City shall also respond to the property owner on any Federal or State notices including Notice of Intent or Opt-Out Notices on local projects.

**Administration:** Planning Department

**Funding:** General Fund

**Timing:** As needed upon receipt of notices.

### **Program HO-3.3.3** (was Implementation Measure HO-4.2.2)

The City shall continue to monitor “at-risk” subsidized housing when subsidies are within 10 years of expiring (California Government Code Section 65583). The City shall publicize existing State and Federal notice requirements to nonprofit developers and property owners of at-risk housing. The City shall also assist in the search for gap funding for “at risk” projects that may decide to pay off existing assisted loans during the course of the planning period, including but not limited to CDBG and California Housing Finance Agency funds.

**Administration:** City Manager

**Funding:** General Fund

**Timing:** As needed upon receipt of notices.

## **Policy HO-3.4**

Conserve existing housing wherever possible, ensure existing occupants are provided notice and minimize displacement of occupants.

### **Program HO-3.4.1**

The City shall adopt a mobile home park conversion ordinance to establish a procedure is to ensure that any conversion of mobile home parks to other uses is preceded by adequate notice, and that relocation and other assistance is provided park residents, consistent with the provisions of the California Government Code, Section 65863.7.

**Administration:** Planning Department

**Funding:** General Fund

**Timing:** As part of the City’s comprehensive updates of the General Plan and Zoning Code. Release of Public Draft: Q4 2023; with adoption targeted for 2024/2024.

**Program HO-3.4.2** (was Implementation Measure HO-4.2.3)

The City shall consider adopting a condominium conversion ordinance that would limit the ability to convert from rental units to condominium units, taking into account the impact of the conversion on the availability of rental units. City staff shall conduct an analysis of the potential impacts of condominium conversions on the availability of rental housing, study options for a condominium conversion ordinance, and present the analysis and options to the City Council to consider adoption of an ordinance.

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timing:** Initiate not later than 2025 and complete by 2027

## GOAL HO-4 - FACILITATE THE PROVISION OF HOUSING SUITED TO PERSONS WITH SPECIAL NEEDS

The City shall facilitate development of sites for special needs housing, including the housing needs of persons with disabilities and persons experiencing homelessness.

**Policy HO-4.1 (WAS POLICY HO-5.3)**

The City shall give high priority to the building permit processing and inspections for individuals with disabilities, including developmental disabilities.

**Policy HO-4.2**

The City shall amend Title 18, Mt. Shasta Municipal Code, to ensure the Zoning Regulations comply with state law and are implemented consistent with state law, specifically Government Code Sections 65582, subparagraphs (g), (i), and (j); 65583(a)(4) et seq.; 65650-65656, and 65660-65668, for transitional and supportive housing definitions, supportive housing developments, and low barrier navigation centers. The amendments shall permit supportive housing developments and low barrier navigation centers in zones that permit multifamily and mixed uses including nonresidential zones permitting multifamily uses as by-right development not subject to a conditional use permit or other discretionary approval when the statutory requirements are met. The amendments shall revise the definitions for supportive housing and transitional housing to comply with state law. The adopted development and performance standards of the Zoning Code amendments shall be objective and shall not have the effect of precluding transitional and supportive housing, supportive housing developments, and low barrier navigation centers.

**Program HO-4.2.1** 

- 1) Consistent with Government Code Section 65650 et seq., the City shall amend the R-2, R-3, C-1 and C-2 zones to allow by-right supportive housing developments as a by-right use and not subject to a conditional use permit or other discretionary approval if the requirements of Government Code Sections 65651 and 65652 are met.
- 2) Consistent with Government Code 65583(c)(3), the City shall amend the R-2, R-3, C-1 and C-2 zones to allow by-right low barrier navigation centers as a by-right use and not subject to a conditional use permit or other discretionary approval if the requirements of Government Code Section 65662.

- 3) Consistent with Government Code Section 65583(c)(3) et seq., the City shall amend the R-L and R1/B1 zones to allow transitional and supportive as a by-right use and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.
- 4) The City shall amend the definition of transitional housing contained in Mt. Shasta Municipal Code Section 18.08.792 to be consistent with Government Code Section 65582(j).
- 5a) The City shall amend the definition of supportive housing in Mt. Shasta Municipal Code Section 18.08.787 to be consistent with Government Code Section 65582(g) and remove reference to “community care facility”.
- 5b) The definition of target population that is embedded in the definition of supportive housing shall be amended to reference the definition of target population contained Government Code Section 65582(i).

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timing:** Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

### **Program HO-4.2.2** (was Implementation Measure HO-2.5.2)

The City shall amend Titles 15 and 18 of the Mt. Shasta Municipal Code, Sections 15.44, 18.16, 18.98 and other sections as applicable, for emergency shelters to comply with State law. The amendments shall permit emergency shelters in the R-3, C-1 and C-2 zones without a conditional use permit or other discretionary permit, subject only to development and management standards that apply to residential or commercial development in the same zone, and shall not have the effect of precluding emergency shelters. Management standards shall be objective and encourage and facilitate the development of, or conversion to, emergency shelters, and are consistent with Government Code Section 65583(a)(4) et seq. Off-street parking standards shall be consistent with Government Code Section 65583(a)(4)(A). Specifically, the City shall:

- 1) Amend the definition of emergency shelter, Mt. Shasta Municipal Code Section 18.08.352, to comply with Government Code Section 65583(a)(4)(C).
- 2) Amend Sections 18.16 and 18.98 to expressly allow emergency shelters as a by-right use not subject to a conditional use permit or other discretionary approval in R-3, C-1, and C-2 zones.
- 3) Emergency shelters shall be subject only to development and management standards that apply to residential or commercial development in the same zone, and only development and management standards that are objective shall apply.
- 4) Either repeal the shelter location and concentration standard, i.e., MSMC Section 18.98.090, or reduce the location and concentration separation standard to no more than 300 feet to comply with Government Code Section 65583(a)(4)(B)(v).
- 5) Repeal the following subsections for discretionary approval of emergency shelters:
  - a. Section 18.98.040 that stipulates that the Planning Commission must approve the emergency shelter provider’s written management plan, and
  - b. Section 18.98.100 that requires consistency with the Mt. Shasta Architectural Design Guidelines.
- 6) Emergency shelters shall only be subject to the following written objective standards to comply with Government Code Section 65583(a)(4)(B):
  - a. The maximum number of beds or persons permitted to be served nightly by the facility.

- b. Sufficient parking to accommodate all staff working in the emergency shelter, provided that the standards do not require more parking for emergency shelters than other residential or commercial uses within the same zone.
  - c. The size and location of exterior and interior onsite waiting and client intake areas.
  - d. The provision of onsite management.
  - e. The proximity to other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart.
  - f. The length of stay.
  - g. Lighting.
  - h. Security during hours that the emergency shelter is in operation.
- 7) The City shall review the off-street parking standards for emergency shelters, MSMC Section 15.44 et seq., and determine if the standard is objective, provides sufficient parking to accommodate the staff working in emergency shelters, and does not require more parking for emergency shelters than other residential or commercial uses within the same zone, consistent with AB 139 (2019). If the City finds the adopt parking standards for emergency shelters do not meet the requirements of AB 139, then the City shall prepare amendments to the Title 15.

**Administration:** Planning Department and City Manager

**Funding:** General Fund

**Timing:** Adopt amendments within one year from adoption of the 2023-2031 Housing Element.

### Program HO-4.2.3

The City shall either repeal or amend the definition of “family” in Section 18.08.360, Title 18 – Zoning, Mt. Shasta Municipal Code, and the amendments shall comply with State law.

**Administration:** Planning Department

**Funding:** General Fund

**Timing:** Adopt amendments within one year from adoption of the 2023-2031 Housing Element.

### Program HO-4.2.4

The City shall amend Title 18 of the Mt. Shasta Municipal Code for the following, and in preparing the amendments, the City shall consult the Department of Housing and Community Development (HCD) Group Home Technical Advisory published December 2022. The amendments to the Mt. Shasta Municipal Code shall allow:

- 1) Group homes, even homes that have more than six residents, that operate as single-family residences and that do not provide licensable services shall be allowed in all zones where single family units are permitted, i.e., R-L, R1/B1, R-1, R-1-U\*, R-2, R-3, C-1, and C-2, and subject only to the generally applicable, nondiscriminatory health, safety, and zoning laws that apply to all single-family residences.
- 2) Group homes that operate as single-family residences and that provide licensable services to six or fewer residents shall be allowed in shall be allowed in all zones where single family units are permitted, i.e., R-L, R1/B1, R-1, R-1-U\*, R-2, R-3, C-1, and C-2, subject only to the generally applicable, nondiscriminatory health, safety, and zoning laws that apply to all single family residences.
- 3) Groups homes operating as single-family residences that provide licensable services to more than six residents as a by-right use in the Medium Density Residential (R-2), High Density Residential (R-3), and General Commercial (C-2) zones. Development, performance, and design standards shall be objective, nondiscriminatory health, safety, and zoning laws that apply to all single family and multifamily residences in the same zoning districts.



- 4) Group homes operating as single-family residences that provide licensable services to more than six residents shall continue to be subject to conditional use permit in the Resource Lands (R-L). Group homes operating as single-family residences that provide licensable services to more than six residents shall be permitted subject to conditional use permit in the Low Density Residential, 10,000 Minimum (R1/B1) and Low Density Residential (R-1) and Low Density Residential Urban (R-1-U) zones. The conditional use permit findings shall be objective and provide for approval certainty.
- 5) Amend the definition of group home shall be consistent State law, including the City's obligation to affirmatively further fair housing, and HCD's Group Home Technical Advisory published December 2022.

**Administration:** Planning Department

**Funding:** General Fund

**Timing:** Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

### Program HO-4.2.5

The City shall amend the Reasonable Accommodation Policy, Chapter 18.99 Mt. Shasta Municipal Code to expressly extend the Reasonable Accommodation Policy:

- 1) to the off-street parking requirements in Chapter 15.44 Mt. Shasta Municipal Code, and
- 2) that a provider or developer of housing for individuals with disabilities may request reasonable accommodation.

The Reasonable Accommodation Policy amendments shall be consistent with federal and state law.

**Responsibility:** Planning Department

**Funding:** General Fund

**Timing:** Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

## Policy HO-4.3

The City shall encourage and support organizations and programs, including housing providers, to address the housing needs of special needs groups (seniors, female headed households, persons with disabilities, persons with developmental disabilities, farmworkers, individuals experiencing homelessness, and persons with extremely low incomes). The City shall seek to assist in meeting these special housing needs through a combination of regulatory amendments and incentives, including those presented in Programs HO-2.3.1 through HO-2.3.9, HO-2.4.1, and HO-4.1.1 through HO-4.1.5), and identifying and applying for funding with qualified housing developers to develop needed housing in the City.

### Program HO-4.3.1

- 1) The City will support the implementation of the Siskiyou County 10 Year Plan to End Homelessness, specifically goals for increasing the supply of permanent supportive housing and affordable housing, expanding the capacity for housing providers, and expanding options for low barrier emergency shelter and housing. The City will consult with the NorCal Continuum of Care on strategies to provide services, shelter, and housing for those experiencing homelessness in the City.
- 2) The City shall assist appropriate public and/or non-profit entities as feasible to develop a shelter, navigation center, or other recognized type of emergency housing for persons experiencing homelessness in the city by

pursuing grant opportunities and providing technical assistance in grant applications for State and Federal funding. (Was Program HO-5.4.2)

3) The City shall support agencies and organizations providing services to those experiencing homelessness by annually updating referral information. (Was Program HO-5.4.1)

4) The City will continue to support the efforts of the housing authorities in administering the Housing Choice Voucher program.

5) The City will meet with representatives from the Housing Authorities, the NorCal continuum of care, and other nonprofit organizations to provide information on potential sites and housing development proposals that would be appropriate for the use of housing vouchers in conjunction with state or federal new construction or rehabilitation subsidies.

6) The City shall partner with area social services agencies and non-profit organizations to assess the housing needs for seniors, people with disabilities (including developmental disabilities), extremely low-income residents, and identify funding sources to develop needed services in the City.

**Administration:** Planning Department, City Manager

**Funding:** General Fund

**Timing:** Coordination will occur at least annually from 2024 to 2031; the City will apply for funding annually.

## GOAL HO-5 - ENCOURAGE AND SUPPORT THE DEVELOPMENT OF AFFORDABLE HOUSING

The City will encourage the construction of new or dedication of existing housing that is affordable to extremely low, very low, low, and moderate income households.

### Policy HO-5.1

The City shall encourage and support the development of housing affordable to extremely low, very low, low, and moderate income households.

#### Program HO-5.1.1 (was Implementation Measure HO-3.1.1 and HO-3.4.1)

The City shall encourage and support plans that include extremely low, very low, and low income housing in R-2, R-3, C-1 and C-2 zones when located within a distance a person can reasonably walk to services (e.g., quarter mile) or an existing or new transit stop is within a quarter mile of the development. The term “encourage and support”, as used herein, may include, but is not limited to:

- Site identification;
- Local, state, and federal permit assistance.
- Give priority to processing of affordable housing projects, taking the applications out of submittal sequence if necessary to receive an early hearing date;
- Allow phasing of infrastructure whenever possible at time of project review;
- Facilitate the provision of public transportation services to serve residential areas, including services for people with handicaps and the installation of bus stops at safe and convenient locations;

- Maintenance of relationships with funding and facilitating agencies and organizations; and
- Any other action on the part of the City that will reduce development costs.

**Administration:** City Manager, Planning Commission

**Funding:** General Fund

**Timing:** As residential project applications are considered.

### **Program HO-5.1.2**

The City shall encourage and support developers of large residential subdivisions (i.e., 8 or more units) to provide some affordable housing. At a minimum, this may entail encouraging developers to incorporate duplexes, triplexes, townhouses, or other affordable housing products or recommend the overlay of the Planned Development (P-D) zone district to provide development flexibility for clustering, mixed use, and condominium development.

**Administration:** Planning Department, Planning Commission, City Council

**Funding:** Private development

**Timing:** As residential development proposals of 50 or more units are submitted.

### **Program HO-5.1.3** (was Implementation Measure 5.1.2)

The City shall support the development of low-cost childcare facilities and job training programs in the city to encourage female householders to enter the job market. The City shall meet with the childcare council on an annual basis to review possible childcare needs of the community.

**Administration:** City Manager, Planning Department

**Funding:** General Fund

**Timing:** Annually

### **Program HO-5.1.4**

To support the development of housing affordable to extremely low-income households, the City shall continue to seek and pursue state and federal funds annually, or as funding becomes available; and grant priority to projects that include units affordable to extremely low-income households.

**Administration:** City Manager

**Funding:** General Fund

**Timing:** Apply for funding annually to assist extremely low-income households.

### **Program HO-5.1.5**

The City will improve awareness and support for the City's workforce and affordable housing programs by preparing, publishing, and distributing an affordable housing information brochure/newsletter that will be a local resource for persons interested in developing low-cost housing. The City will encourage the participation of agencies and organizations that operate rental and mortgage subsidy and self-help housing programs. This program will be implemented consistent with the requirements of AB 1483 (2019). To improve the dissemination of the City's affordable housing programs, the City will provide information, printed and as web content. The City will perform proactive public outreach using a variety of methods that may include in-person or virtual participation, e.g., development industry events or workshops, and direct contact with developers and property owners to improve the dissemination of information about the City's affordable housing programs. The City will

refer persons interested in developing low-cost housing to appropriate government and non-profit organizations for assistance.

**Administration:** Planning and Building Department, City Manager

**Funding:** General Fund

**Timing:** Within ~~in~~ two years from adoption of the Housing Element. To improve awareness of the City's affordable housing programs, the City will participate in an industry event, workshop, or similar public event/activity at least once a year beginning in 2025.

### Program HO-5.1.6

- A) The City will support the formation and/or use of community land trusts and other non-traditional forms ownership and tenancy that provide for workforce and affordable housing (by design and/or through subsidy), senior housing, intergenerational housing, housing for persons with disabilities, etc.
- B) The City will consider preparing amendments to the MSMC to provide for the development of tiny house village(s), for non-transient occupancy as defined in MSMC Section 18.08.795.

**Administration:** Planning and Building Department, City Manager

**Funding:** General Fund

**Timing:**

A) At all times during the 6th cycle.

B) No later than two years from adoption of the 202-2031 Housing Element.

## GOAL HO-6 - ENCOURAGE SUSTAINABLE HOUSING DEVELOPMENT AND ENERGY CONSERVATION

Mt. Shasta will encourage sustainable housing development and energy conservation shall pursue sustainable development for the new development and existing housing stock in the City.

### Policy HO-6.1

The City shall promote the use of energy conservation measures in all housing through the use of public and private weatherization programs. The City will be receptive to encouraging new alternative energy systems, such as solar and wind, and water conservation measures.

#### Program HO-6.1.1

The City will consider exploring options for building regulations that allow the use of alternative building materials and construction methods, within the City's legal authority, that demonstrate energy conservation and sustainability while protecting the public health, safety and welfare.

**Administration:** Building Department, City Manager

**Funding:** General Fund

**Timing:** Initiate no later than December 2025.

#### Program HO-6.1.2

Promote the use of energy conservation measures in all housing through the use of public and private weatherization programs. Provide information on currently available weatherization and energy conservation programs to residents. The City will have information available for the public at the front counter of City Hall and

will distribute information through an annual mailing. The City will provide referrals and participate in informing households that would potentially benefit from these programs as appropriate. The City shall facilitate the weatherization of an average of 10 homes per year during the 6<sup>th</sup> cycle planning period by providing information

**Administration:** Building Department, City Manager

**Funding:** Private, and government funds. The City will apply for funds to assist residents with energy conservation retrofits and weatherization resources.

**Timing:** Initiate no later than December 2025.

### Program HO-6.1.3

The City shall continue to enforce State requirements, including Title 24 of the California Code of Regulations, for energy conservation in new residential projects and encourage residential developers to employ additional energy conservation measures for the siting of buildings, landscaping, and solar access through development standards contained in the Zoning Ordinance, Building Code, and Specific Plans, as appropriate.

**Administration:** Building Department

**Funding:** Private and government funds

**Timing:** Because this is a current building code requirement, the City will implement it as part of the building permit application and review process.

## GOAL HO-7 - PROMOTE EQUAL AND FAIR HOUSING OPPORTUNITIES FOR ALL PEOPLE

The City shall promote opportunities for persons from all economic segments of the community regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

### Policy HO-7.1

Eliminate housing discrimination based on race, color, religion, sex, national origin, ancestry, marital status, age, household composition or size, disability, or any other arbitrary factor by removing constraints within control of the City.

### Program HO-7.1.1 (was Implementation Measures HO-7.1.1, HO-7.1.2, and HO-7.1.3)

- A) The City shall support designated regulatory agencies in the prevention and correction of any reported discrimination in housing.
- B) City staff shall refer all complaints regarding housing discrimination of any kind to the State Department of Fair Employment and Housing. The City shall monitor such complaints by checking with the affected agency and the complainant, and consider the need for future action if a trend develops, or if the complaint is not resolved.
- C) The City shall provide information concerning discrimination complaint procedures to the public at social service centers, the senior center, City Hall, the library, housing projects participating in HUD Section 8 Programs, and other semi-public places. The information will provide locations and phone numbers of agencies to contact for assistance. This outreach effort will be made to include groups likely to experience discrimination in housing including minority, elderly, disabilities, and lower-income households. The City will support and participate in efforts by local government and non-profits to develop a renters' resource program.

- a. The information and content of this program shall be incorporated into the community awareness improvement program, Program HO-2.2.1 herein, sharing information on the City's website, and by performing proactive public outreach using a variety of methods that may include in-person or virtual participation and may occur outside City offices and regular business hours.
- D) Conduct at least bi-annual training for the Planning Commission and City Council on fair housing, affirmatively furthering fair housing, and the Housing Accountability Act.



**Administration:** City Manager

**Funding:** General fund

**Timing:**

A)–C) At all times during the 2023-2031 Housing Element cycle.

D) The City shall provide training at least bi-annually, with the first training held by 12/31/24.

**Program HO-7.1.2**  

The City shall implement the Affirmatively Furthering Fair Housing action plan in Appendix A, Section 10.0, and take meaningful actions citywide to address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming areas of concentrated poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair-housing laws for all persons in accordance with state and federal land

