



**City of St. Helena
Planning Commission Regular Meeting
Tuesday, May 5, 2026 @ 6:00 PM
Vintage Hall Board Room
465 Main Street, St. Helena CA**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Public Forum" portion of the agenda may do so, but please observe the time limit of four minutes.

The Planning Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website.

Public comment for Planning Commission meetings will be accepted via email via to publiccomment@cityofsthelelena.gov. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the online Planning Commission agenda.

To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing cityclerk@cityofsthelelena.gov.

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at cityofsthelelena.gov.

Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a cityclerk@cityofsthelelena.gov.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en cityofsthelelena.gov

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

Chair: Chris Warner

Vice-Chair: Sue Furdek

Commissioners: Autumn Anderson, Hector Lopez and Michelle Covell

City staff present at the meeting will be noted in the minutes.

3. PUBLIC FORUM

This is an opportunity for the public to address the Commission on items of interest to the public that are NOT listed on the agenda. Because of restrictions imposed by the Brown Act, the Commission may not engage in discussion nor take action on matters not described on the agenda. Please observe the time limit of four minutes.

3.1. Public Comment

4. CONSENT ITEMS

4.1. Approval of Minutes- April 21, 2026

5. PUBLIC HEARINGS

- 5.1. Request by Kayla Haertel, on behalf of Chevron, for Planning Commission approval of a Major Sign Permit to install one new wall sign with face and halo lit channel letters on panel, and replacement of two face panels located on the existing monument sign located at **1400 Main Street** within the Central Business (CB) zoning district.

CEQA Determination: Pursuant to Section 15301 and 15311 of the State CEQA Guidelines, the proposed project is categorically exempt. Section 15301 (Existing Facilities) applies to the replacement of existing signage and Section 15311 (Accessory Structures) applies to on-premises signs accessory to an existing commercial facility.

Prepared By: Natalie Bresee, Assistant Planner

Recommendation: Staff recommends approving the application for the Major Sign Permit (PL26-004) at 1400 Main Street (APN: 009-211-009), including action to approve a Categorical Exemption pursuant to Section 15301 and 15311 of the State CEQA Guidelines (Class 1 – Existing Facilities, Class 11 – Accessory Structures).

- 5.2. Review of the 2025 Annual Housing Element Progress Report (APR)

CEQA Determination: Not a CEQA Project (CEQA Guidelines §15378)

Prepared By: Jackie Oneal, Senior Planner

Recommendation:

Staff recommends the Planning Commission receive a presentation on the 2025 Annual Housing Element Progress Report (APR) and provide comments for consideration by the City Council, as desired.

6. SCHEDULED ITEMS

7. REPORTS BY STAFF/COMMITTEE

Reports by staff and/or committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Planning Commission.

8. AGENDA FORECAST AND COMMISSION REQUESTS

This is an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals. A list of current planning projects is available on our city website in the link below: cityofsthelena.gov/230/Planning-Project

8.1. Future Agenda Items (Informational Only):

The following items are tentatively scheduled for upcoming Planning Commission meetings and are subject to change. No action will be taken.

May 19, 2026:

Regular Planning Commission Meeting canceled.

June 2, 2026:

Use Permit Amendment

Tasting Room Use Permit

9. ADJOURNMENT

The next Planning Commission Meeting meeting is scheduled for June 2, 2026.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on April 29, 2026.

Leza Mikhail, Director of Community Development

Appeal. A person who is dissatisfied with a decision of the Planning Commission may appeal that decision to the City Council pursuant to Municipal Code Section 17.12.020, Appeal procedure. Actions of the Planning Commission will be listed on the City Council agenda the following Tuesday to give the City Council opportunity to review the Planning Commission's decision. Absent of an appeal by the City Council or by a citizen, the appeal period will terminate two weeks after the Planning Commission hearing.

Special Assistance for the Disabled. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 48 hours prior to the meeting will enable City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility. The City Clerk has equipment to assist those with a hearing impairment.

PUBLIC TESTIMONY PROCEDURES

Pursuant to the Government Code Section 54954.3, the public may address the Commission on each agenda item during the Commission's consideration of that item. Each speaker has the option to state his or her name for the record before testifying. Depending on the number of speakers or the interest of the item, the Planning Commission Chairman may also restrict, at his/her discretion, the speaker's time to three minutes. The Chairman may also restrict public comments if they become irrelevant to the agenda item or repetitious of prior comments. All persons interested may appear and be heard or submit written statements prior to the Planning Commission meeting. Please note that if you challenge the City's decision on any of these matters in court, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the City at, or prior to, the meeting.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be

barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Planning Commission regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1088 College Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on the City's website at cityofsthenana.gov and will be available for public review at the respective meeting.



Agendas Report to the Planning Commission

Agenda Section: PUBLIC FORUM

Department: Admin

DATE:	May 5, 2026
FROM:	
SUBJECT:	

ATTACHMENTS:

1. Public Comment_Sorensen(1)

From: [Tamara Sorensen](#)
To: [Public Comment](#); [Andrew Bradley](#)
Subject: PUBLIC COMMENT for the Record Special Mtg & PC mtg - City of St. Helena Code of Ethics 5/5/2026
Date: Tuesday, May 5, 2026 1:01:41 PM
Attachments: [ETHICS City Council 05052026.docx](#)

Hello Andrew,

Please confirm receipt and entered into Public Comment for both of today's Meetings
4pm Special Meeting and the 6pm PC Meeting.

Thank you,

TAMARA SORENSEN
[+1 925.900.3395 mobile/text](#)

City Council

Re: Council Code of Ethics—Standards, Conduct, and Public Trust

Good evening,

This is the right time to raise this. I'd like to begin with the Council's own adopted Code of Ethics.

What does it mean, in practice, to “treat one another, staff, and the public with respect and professionalism”?

What does it require to conduct City business with “integrity and transparency”?

What does it look like to “uphold the public trust” in both word and action—particularly when decisions are complex, scrutiny is high, and the community is fully engaged?

These are not abstract principles—they are the standard by which leadership is measured.

So the question becomes:

Do current practices reflect these commitments?

Does the tone, engagement, and conduct observed in public meetings align with the seriousness of the responsibilities entrusted to this body?

Do internal dynamics—whether visible or later revealed—reinforce public confidence, or diminish it?

Residents are paying close attention—not only to decisions, but to how those decisions are made, how colleagues are treated, and how the work itself is carried out—and whether that reflects respect not only for the institution itself, but for the residents who entrusted you with these roles.

Because public trust is shaped as much by conduct as it is by outcomes.

The Code of Ethics exists to ensure that even in moments of disagreement or pressure, there remains a shared standard—one that reflects discipline, professionalism, and respect for the institution.

If there is a growing perception that these standards are not being upheld, it is not a matter to be dismissed. It is a signal that alignment between expectation and practice has weakened.

And that gap does not go unnoticed.

Which leads to a straightforward consideration:

If the standards articulated in the Council's own Code of Ethics are not being met—or are no longer attainable within the current structure—then it is appropriate to ask whether continued service in these roles is consistent with the responsibilities of the position.

Public service requires more than participation. It requires adherence to the standards that sustain public confidence.

Where that adherence is strong, trust follows.
Where it is not, accountability must.

Respectfully,

Tamara Sorensen
St. Helena Resident

MINUTES
City of St. Helena
Regular Planning Commission Meeting
Tuesday, April 21, 2026 @ 6:00 PM
Vintage Hall Board Room
465 Main Street, St. Helena CA

A complete video recording of this meeting can be found at <https://sthelenaca.portal.civicclerk.com/event/1529/media> or by calling the City Clerk at (707) 967-2792. The Planning Commission video is the official record of the Planning Commission meeting.

Present: Chair Christopher Warner, Vice-Chair Sue Furdek, Commissioner Autumn Anderson, Commissioner Michelle Covell, Commissioner Hector Lopez

Absent: None

Staff: Community Development Director Leza Mikhail, Senior Planner Jackie Oneal, Public Works Project Manager Mario Traverso, Planning Commission Secretary Xinia Gamero

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER AND ROLL CALL
3. PUBLIC FORUM

3.1. Public Comment

Chair Warner noted that one written public comment was received and directed staff to follow-up on ways to improve noticing for projects of greater public interest.

4. CONSENT ITEMS

4.1. Approval of Minutes: April 7, 2026

Commissioner Covell requested that the minutes be amended to reflect that Chair Warner requested staff to consider recording meetings of significant public interest for future reference. Chair Warner agreed to incorporate the amendment.

Commissioner Hector Lopez moved to approve the Minutes of April 7, 2026 as amended. The motion was seconded by Commissioner Michelle Covell and on roll call carried by the following vote:

AYES: Commissioners Hector Lopez, Michelle Covell, and Christopher Warner

NOES: None

ABSENT: None

ABSTAIN: Commissioners Autumn Anderson, and Sue Furdek

RECUSE: None

5. PUBLIC HEARINGS

5.1. Zoning Ordinance Amendment (ZOA 26-002) – On-Site Storage Facilities Regulations, Section 17.33 (Definitions) and Table 17.17.020(A) (Commercial and Mixed-Use Zoning Districts)

Prepared By: Jackie Oneal , Senior Planner

Community Development Director Leza Mikhail introduced Senior Planner Jackie Oneal.

Senior Planner Jackie Oneal reported on the item.

Chair Warner opened the public comment.

Josh Devore and Joe McGrath addressed the Planning Commission.

Chair Warner closed the public comment.

Vice-Chair Furdek moved that the Planning Commission adopt the attached resolution recommending that the City Council find that the proposed amendments to Section 17.33 (Definitions) and Table 17.17.020(A) of the St. Helena Municipal Code are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3); and recommend that the City Council adopt Ordinance ZOA 26-002 amending Section 17.33 (Definitions) and Table 17.17.020(A) of the St. Helena Municipal Code to clarify the definition and regulation of On-Site Storage Facilities as amended to read **“On-site storage facilities”** means the indoor or outdoor storage of materials, products, or equipment when storage is the primary or main use of the site. It does not include storage that is secondary to a permitted primary use, such as goods that are sold, used, or produced on-site, as long as that storage is subordinate to the primary use.”. The motion was seconded by Commissioner Anderson and on roll call carried by the following vote:

AYES: Commissioners Sue Furdek, Autumn Anderson, Christopher Warner, Michelle Covell, and Hector Lopez

NOES: None

ABSENT: None

ABSTAIN: None

RECUSE: None

5.2. Zoning Ordinance Amendment (ZOA 26-001) to Update Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) Regulations (Chapter 17.22.030)

Prepared By: Jackie Oneal , Senior Planner

Community Development Director Leza Mikhail introduced Senior Planner Jackie Oneal.

Senior Planner Jackie Oneal reported on the item and provided a presentation.

Commissioner Covell provided her input to staff and asked clarifying questions.

Chair Warner opened the public comment.

Mary Stephenson, Michael Haley, Ryan O'Connell, Joe McGrath, and Joshua Parke addressed the Planning Commission.

Chair Warner closed the public comment.

Chair Warner expressed support for the proposed ordinance reforms, including increasing the maximum size of ADUs to 1,200 square feet. He opposed requiring separate utility meters unless required by the Public Works Department and supported written comments advocating for more flexible architectural design standards. However, he did not support requirements for roofline consistency with the primary dwelling.

Vice-Chair Furdek agrees with Chair Warner's comments with the exception of height. Proposes restricting height to protect neighbors' privacy and views. Would like staff to provide clarity on how public transit affects height requirements, as well as clarification on how impact fees can affect the cost of building ADU's.

Commissioner Anderson agrees with Chair Warner's and Vice-Chair Furdek's comments but disagrees with imposing height restrictions to preserve views. In addition, would like to consider staff and the commission look into updating policy on counting ADUs towards minimum density requirements.

Commissioner Covell supported Commissioner Anderson's comments regarding counting ADUs toward minimum density requirements. She also expressed support for reducing restrictions to make ADU construction easier and more affordable.

Commissioner Lopez supported a balanced approach to architectural standards, particularly regarding rooflines blending with the primary residence. He agreed that separate utility connections should not be required unless Necessary and expressed strong support for changes that would make ADU Construction more affordable.

Public Works Project Manager Mario Traverso addressed the Planning Commission.

Staff received public comments and feedback from the Planning Commission on the draft Zoning Ordinance Amendment to Section 17.22.030 (Accessory Dwelling Units and Junior Accessory Dwelling Units). Staff will incorporate Planning Commission and public input and return with a revised ordinance and resolution for formal consideration at a future public hearing. No formal action was taken.

6. SCHEDULED ITEMS

7. REPORTS BY STAFF/COMMITTEE

None.

8. AGENDA FORECAST AND COMMISSION REQUESTS

8.1. Future Agenda Items (Informational Only):

The following items are tentatively scheduled for upcoming Planning Commission meetings and are subject to change. No action will be taken.

May 5, 2026:

Housing Element Annual Progress Report
Major Sign Review

May 19, 2026:

Development Agreement Amendment — Tentative
Use Permit Amendment

Commissioner Warner requested that the Zoning Code Update remain on the agenda for a future agenda.

Commissioner Anderson reported attending the Generation Housing/ Housing workshop.

Commissioner Covell reported attending the Castellucci Hotel and Residences NOP meeting. She also welcomed Community Development Director Leza Mikhail and thanked Senior Planner Jackie ONeal for her work on the ADU ordinance update.

9. ADJOURNMENT

Chair Warner adjourned the meeting at **8:07 p.m.**

The April 21, 2026 minutes were approved at the _____
Planning Commission meeting.

APPROVED:

Christopher Warner, Chair
Planning Commission

ATTEST:

Leza Mikhail
Community Development Director



Agendas Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS

Department: Community Development Department - Planning Division

DATE:	May 5, 2026
FILE NUMBER:	PL26-004
SUBJECT:	Request by Kayla Haertel, on behalf of Chevron, for Planning Commission approval of a Major Sign Permit to install one new wall sign and replace two face panels within the existing monument sign located at 1400 Main Street in the Central Business (CB) Zoning District.
LOCATION OF PROPERTY:	1400 Main Street
APN:	009-211-009
GENERAL PLAN/ ZONING:	Central Business (CB)/ Central Business (CB)
APPLICANT:	Kayla Haertel
PROJECT PLANNER:	Natalie Bresee, Assistant Planner
REVIEWED BY:	Leza Mikhail, Community Development Director
CEQA DETERMINATION:	Pursuant to Section 15301 and 15311 of the State CEQA Guidelines, the proposed project is categorically exempt. Section 15301 (Existing Facilities) applies to the replacement of existing signage and Section 15311 (Accessory Structures) applies to on-premises signs accessory to an existing commercial facility.
RECOMMENDED ACTION:	Staff recommends approving the application for the Major Sign Permit (PL26-004) at 1400 Main Street (APN: 009-211-009), including action to approve a Categorical Exemption pursuant to Section 15301 and 15311 of the State CEQA Guidelines (Class 1 – Existing Facilities, Class 11 – Accessory Structures).

BACKGROUND:

The subject project is located at 1400 Main Street and is currently developed with a Chevron gas station and an associated convenience store.

On February 26, 2026, the applicant submitted a Major Sign Permit application requesting

modifications to existing on-site signage.

PROJECT DESCRIPTION:

The applicant requests Planning Commission approval of a Major Sign Permit to replace the existing wall sign with one (1) new wall sign and to replace two (2) existing tenant sign panels within the existing monument sign.

The proposed wall sign consists of face- and halo-lit channel letters mounted on a solid grey panel. The monument sign modifications are limited to replacement of the existing sign copy within the existing cabinet structure. A summary of the proposed signage specifications are described below:

Wall Sign

- Size: 12.4 square feet
- Materials: Acrylic and Vinyl
- Installation: The sign will be mounted to a backer panel.
- Colors: Red, Yellow, and Cool Grey

Monument Tenant Sign

- Size: 1.5 square feet
- Materials: Acrylic and Vinyl
- Installation: Replacement sign copies to be placed in the existing monument sign cabinet.
- Colors: Red, Yellow, and Cool Grey

ANALYSIS:

General Plan / Zoning

The property has a designation of Central Business (CB) for both the General Plan and Zoning. This designation supports a mix of uses such as retail, restaurants, offices, lodging, and personal services that serve local residents, the surrounding community, and visitors. The CB designation emphasizes pedestrian-oriented retail and service uses at the ground level, with offices and potentially residential uses on upper floors. The proposed signage supports the continued operation and visibility of an existing commercial use and is consistent with the following General Plan Policies:

- LU3.2 — Strengthen the downtown as the City's social and cultural core, and as the primary center of retail services. Facilitate a healthy mix of retail and commercial uses, residential development, entertainment, and lodging.
- LU3.5 — Ensure that new retail and commercial development is compatible with and complementary to St. Helena's small-town image. In addition, within the City's Central Business District, new retail and commercial development should be of a scale and type that complements the historic character.
- CD2.4 — Ensure active and complete streets within commercial districts by providing sidewalk amenities, such as landscape buffers, berms, street trees, street furniture, outdoor dining, public art, signage, and way finding.

Development Code Consistency

Pursuant to St. Helena Municipal Code (SHMC) 17.27.010, the purpose of the Sign Code is to ensure that all signs installed in the City are compatible with the unique character and environment of the community and consistent with the General Plan.

The proposed signage has been reviewed for consistency with applicable standards in SHMC Chapter 17.27 (Signs), including requirements for permanent signs, standards for wall signs, and illumination.

Under SHMC 17.27.090, Table 17.27.090(B) – Standards for All Permanent Signs, permanent signs are limited to a maximum height of 20 feet (20'-0") and a total sign area of 1 square foot (sf.) per linear foot of frontage, up to 40 sf. The proposed wall sign is to be mounted at 11 feet 9 inches (11'-9") above grade and will have an area of 12.4 sf. As the replacement panels on the existing monument sign total 3.0 sf., the proposed sign package falls within the required standards.

In accordance with SHMC 17.27.080(F)(1), internally illuminated signs must use steady, stationary lighting. The proposed wall sign meets this requirement, as it is designed with face and halo illumination using steady red and white LED lighting.

Pursuant to Table 17.27.090(J), wall signs are subject to 1 sf. per linear foot of business frontage, not to exceed 40 sf. on the primary frontage, with no restriction on the number of signs. Additionally, the sign must be proportionate to the building façade, with requirements to not exceed 15 percent (15%) of the building façade. The proposed wall sign area is 12.4 sf. on an approximate 32.2-foot storefront with a proposed width of 10 feet 3 inches (10'-3"), which does not exceed 15 percent of the building façade, maintaining appropriate scale and placement.

Discussion - Findings

Pursuant to SHMC Section 17.27.050, the proposed signage is subject to a Major Sign Permit, as it includes an illuminated wall sign. Major Sign Permits are required to be review and approved by the Planning Commission with consideration of the effect the proposed signage use would have on surrounding uses and the cumulative impacts within the community. The Planning Commission must make all required findings to approve a Major Sign Permit. The required findings are identified below in **bold**, followed by staff's response in regular text:

1. The sign is compatible with the site.

The proposed signage is consistent in scale, placement, and illumination with existing on-site signage and surrounding commercial development along Main Street. As such, this finding can be made.

2. The sign materials are consistent with or complement those of the project.

The proposed materials are compatible with the existing building and represent an updated, modern version of the current signage. The proposal is also consistent with typical commercial signage used for similar service station uses. As such, this finding can be made.

3. The sign reflects the small-town character of St. Helena.

The proposed signage is consistent with the established commercial character of surrounding development along Main Street and does not detract from the City's small-town character, as it maintains an appropriate scale and design compatibility. As such, this finding can be made.

4. The sign will not negatively impact surrounding properties.

The illumination of the proposed signs is internally contained and utilizes steady, stationary lighting, minimizing glare and light spillover. The signage will not obstruct pedestrian movement or create visibility conflicts for vehicular traffic. As such, this finding can be made.

5. The sign does not obscure or detract from the architecture of a historic building or structure.

The building at 1400 Main Street is not designated as a historic resource. The sign is positioned above the main entrance on a flat portion of the façade and does not cover windows, doors, or architectural detailing. As such, this finding can be made.

6. The sign contributes to the historical or architectural character of the community.

The proposed signage reflects an updated and uniform design that does not detract from the historical and architectural character of the community. As such, this finding can be made.

In summary, the proposed signage is consistent with the existing architectural features and materials of the existing Chevron building, is compatible with the surrounding community and signage found throughout the CB Zoning District and does not create any negative impacts to the community. Staff can support all required findings for the Planning Commission to approve the Major Sign Permit.

ISSUES:

Staff have not identified any outstanding issues related to this application that require further discussion.

CORRESPONDENCE:

Public Notice

Pursuant to SHMC 17.27.050(D)(1), a public notice was required for the Major Sign Permit and Planning Commission public hearing. On April 23, 2026, a public notice was mailed to all residents within a 300-foot radius of the subject property. Additionally, notice was posted in the Napa Valley Register newspaper.

Public Comment / Correspondence

At the time of agenda publication, staff received no correspondence related to this application.

STAFF RECOMMENDATION:

Staff recommends approving the application for the Major Sign permit (PL26-004) at 1400 Main Street (APN: 009-211-009), including action to approve a Categorical Exemption

pursuant to Section 15301 and 15311 of the State CEQA Guidelines (Class 1 – Existing Facilities and Class 11 – Accessory Structures).

ATTACHMENTS:

1. Draft PC Resolution_Chevron_PL26-004
2. Project Plans_Chevron_PL26-004
3. Written Statement_Chevron_PL26-004
4. Staff Presentation_PL26-004

CITY OF ST. HELENA PLANNING COMMISSION

RESOLUTION NO. _____

**GRANTING MAJOR SIGN PERMIT APPROVAL TO
INSTALL ONE NEW WALL SIGN AND REPLACE
TO FACE PANELS WITHIN THE EXISTING
MONUMENT SIGN LOCATED AT 1400 MAIN ST.
(PL26-004)**

PROPERTY OWNERS: Warner Family Properties LLC

APN: 009-211-009

RECITALS

1. On May 5, 2026, the applicant requested approval for a Major Sign permit 1400 Main Street in the Central Business (CB) zoning district; and,
2. The applicant proposes to replace the existing wall sign with one (1) new wall sign consisting of face and halo lit channel letters and to replace two (2) face panels within the existing monument sign; and,
3. The applicant's proposal requires a Major Sign Permit pursuant to SHMC Section 17.27.050 due to the use of illumination; and,
4. Pursuant to SHMC Section 17.27.050(E), the Planning Commission may approve a Major Sign Permit when the proposed signage satisfies all required findings; and,
5. The Planning Commission of the City of St. Helena, State of California, considered the sign plans, staff report, and all testimony, written and spoken, at a duly noticed public hearing on May 5, 2026; and,
6. Now, therefore the Planning Commission finds that the proposed signage is consistent with the applicable provisions of the St. Helena Municipal Code and may be approved based on the findings below and subject to the Conditions of Approval enumerated herein.

RESOLUTION

- A. In making the findings in this Resolution, the Planning Commission relied upon and hereby incorporates by reference all the documents referenced in this Resolution and the associated staff reports, City files for this matter, correspondence, presentations and other materials.
- B. The Planning Commission finds that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301

(Existing Facilities) and 15311 (Accessory Structures). The project involves the replacement of existing signage and installation of on-premises signs accessory to an existing commercial facility and does not trigger any of the exceptions under CEQA Guidelines Section 15300.2.

- C. In accordance with SHMC Section 17.27.050(E), the Planning Commission makes the following findings, identified in **bold** and supported by a discussion of the finding in regular text, to support the motion to approve the Major Sign Permit:

1. The sign is compatible with the site.

The proposed signage is consistent in scale, placement, and illumination with existing on-site signage and surrounding commercial development along Main Street. As such, this finding can be made.

2. The sign materials are consistent with or complement those of the project.

The proposed materials are compatible with the existing building and represent an updated, modern version of the current signage. The proposal is also consistent with typical commercial signage used for similar service station uses. As such, this finding can be made.

3. The sign reflects the small-town character of St. Helena.

The proposed signage is consistent with the established commercial character of surrounding development along Main Street and does not detract from the City's small-town character, as it maintains an appropriate scale and design compatibility. As such, this finding can be made.

4. The sign will not negatively impact surrounding properties.

The illumination of the proposed signs is internally contained and utilizes steady, stationary lighting, minimizing glare and light spillover. The signage will not obstruct pedestrian movement or create visibility conflicts for vehicular traffic. As such, this finding can be made.

5. The sign does not obscure or detract from the architecture of a historic building or structure.

The building at 1400 Main Street is not designated as a historic resource. The sign is positioned above the main entrance on a flat portion of the façade and does not cover windows, doors, or architectural detailing. As such, this finding can be made.

6. The sign contributes to the historical or architectural character of the community.

The proposed signage reflects an updated and uniform design that does not detract from the historical and architectural character of the community. As such, this finding can be made.

CONDITIONS OF APPROVAL

The Major Sign Permit for the above-described is granted subject to compliance with the following conditions. The conditions noted below are particularly pertinent to this permit and shall not be construed to permit violation of other laws and policies not so listed:

1. Approval of Major Sign Permit PL26-004 is limited to and based upon the attached plans (Exhibit A) titled "Project Plans_PL26-004," dated September 29, 2025, as reviewed and approved by the Planning Commission on May 5, 2026, except as modified by the Conditions of Approval herein. No changes to the approved signage, including but not limited to sign size, location, materials, illumination, or mounting method, shall occur unless approved through a subsequent sign permit or modification, as determined by the Community Development Director.
2. Pursuant to SHMC Section 17.04.150, minor modifications to a discretionary approval may be administratively reviewed and approved by the Community Development Director provided the requested changes do not change the approved use, density, or intensity. All such changes must be requested in writing.
3. A permit or other discretionary approval may be extended for not more than two, one-year periods provided that an application is filed at least 30 days prior to its expiration date pursuant to the St. Helena Municipal Code, Section 17.04.140, Extension of Permits and Approvals.
4. A discretionary approval takes effect the day following the expiration of the appeal period if no appeal is filed or the day following the denial of an appeal.
5. A building permit shall be obtained by the applicant prior to installation of the approved signage. All conditions of approval shall be incorporated into the final plan set submitted to the Building Division prior to permit issuance.
6. An Encroachment Permit shall be obtained by the applicant prior to installation of the signs if work involves locating of any person or structure on public property, such as a sidewalk, driveway, or street, if necessary.
7. Any action or proceeding to attack, challenge, invalidate, set aside, void or annul the City's approval of applicant's Project, in whole or in part, applicant shall defend, at its own expense and without any cost to the City, and with counsel acceptable to the City, and shall fully and completely indemnify and hold the City, its agents, officers,

and employees harmless from and against any and all claims, causes of action, damages, costs, attorney's fees and liability of any kind, so long as the City reasonably promptly notifies the applicant of any such claim, action, or proceedings and the City cooperates fully in the defense of the action or proceedings.

8. Pursuant to St. Helena Municipal Code Section 17.04.120, this permit applies to the subject property and shall run with the land. Once vested, the approved permit or other discretionary approval remains effective unless terminated, abandoned, revoked or modified even if the subject property is subsequently rezoned. The approved permit or other discretionary approval is transferable to any future owner of the subject property.
9. All signs must be maintained by the property owner, tenant, or permittee. In event a sign becomes derelict for reasons of lack of maintenance the approval may be revoked and the sign subject abatement. The signs shall conform with all regulations pursuant to the St. Helena Municipal Code, Section 17.27.080 General Standards for All Signs.
10. Any qualifying violation of the conditions of approval, the city's Municipal Code, or any law which results from any activities on the subject property may result in revocation of this permit in compliance with city authorities.

I HEREBY CERTIFY that the foregoing sign permit was duly and regularly approved by the Planning Commission of the City of St. Helena at a regular meeting of said Planning Commission held on May 5, 2026, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Christopher Warner
Chair, Planning Commission

Leza Mikhail,
Community Development Director

Attachments:

Exhibit A. Project Plans_Chevron_PL26-004 dated September 29, 2025

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LOCATION NUMBER:

5871

SITE ADDRESS:

1400 MAIN ST
SAINT HELENA, CA 94574-1848

[View in Google Maps](#)



Infinite possibilities, ideal solutions.

SITE PLAN

Scale: NOT TO SCALE



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CLIENT ADDRESS:
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PAGE NO.:
5

ORDER NUMBER:
1245150
SITE NUMBER:
5871
ELECTRONIC FILE NAME:
G:\ACCOUNTS\ICHEVRON PRODUCTS CO\EXTRA MILE\LOCATIONS\2025\CAI
5871_Saint Helena R1

PROJECT NUMBER:
86352
PROJECT MANAGER:
JARED HUMPHREY

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	554633	09/24/25 Z-MH					
Rev 1	555459	09/29/25 Z-DE					

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E01

PROPOSED STOREFRONT ELEVATION

Scale: 3/16"=1'-0"

EXISTING SIGN SF:	10.0
PROPOSED SIGN SF:	12.4

EXISTING CONDITIONSSCOPE OF WORK:

Existing signage to be removed & replaced
 Wall to be repaired as required;
 Existing sign: 2'-1-1/2" X 4'-9"

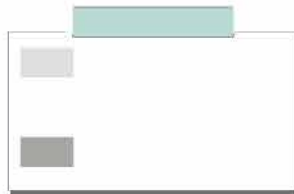
All marketing & regulatory signage to remain as is



46'-8" STOREFRONT

C/L TO DOOR

P2



2'-9" SIGNBAND C/L

13'-11" OAH

P1

P3



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PROJECT NUMBER:

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PROJECT MANAGER:

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Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	554633	09/24/25 Z-MH					
Rev 1	555459	09/29/25 Z-DE	Updated paint scope				

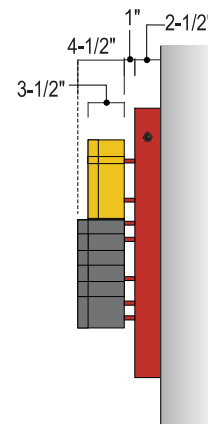
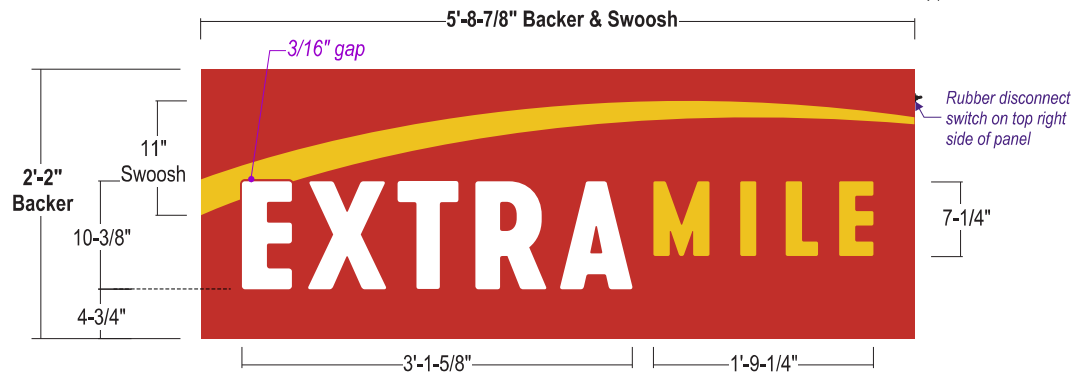
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E01

FACE / HALO LIT CHANNEL LETTERS ON PANEL

Scale: 1"=1'-0"

26-PC

12.4 square feet
approx. 80 lbs

END VIEW

FACES: SWOOSH & "MILE": 3/16" #7328 White acrylic w/ surface applied trans. Yellow vinyl overlays;
"EXTRA": 3/16" #7328 White acrylic

TRIMCAP: SWOOSH: 3/4" Yellow Jewelite trimcap; All trimcap seams to be on top of swoosh
"EXTRA MILE": 3/4" Gray Jewelite trimcap; All trimcap seams to be on top of letters

RETURNS: SWOOSH: 3-1/2" deep .040 alum. painted Yellow;
"EXTRA MILE": 4-1/2" deep .040 alum. painted Gray

BACKS: 3/16" Clear polycarbonate w/ second surface applied 3M 3630-73 Dark Red vinyl overlays

ILLUM.: FACE ILLUM. (All letters and swoosh): Sloan Prism12 6500K White LED's as required by manufacturer;
SWOOSH HALO ILLUM.: Sloan Prism12 Red LED's as required by manufacturer;
"EXTRA MILE" HALO ILLUM.: Sloan Prism12 Red & 6500K White LED's as required by manufacturer;
Interior 4mm ACM baffle for all letters and swoosh; [See following page for LED layouts](#);
REMOTE POWER SUPPLIES; All UL labels to be applied on backer panel or power supply boxes;
Power to run through standoff, not a separate penetration; Exterior rubber disconnect switch to be added

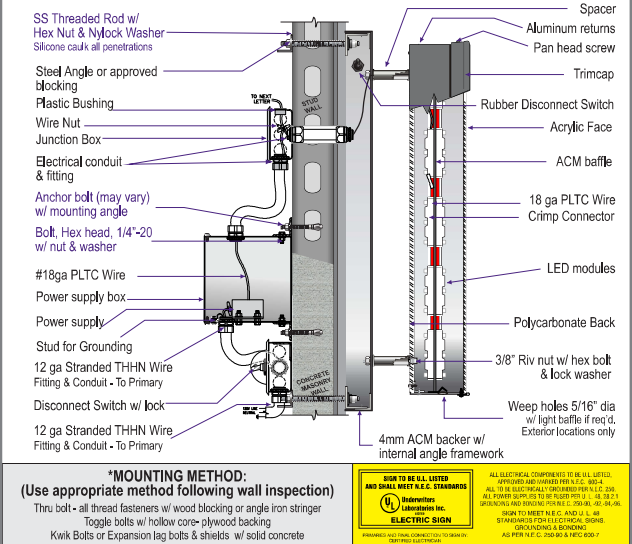
BACKER: 3" x 3" x 1-1/2" x 1/8" angle iron glued to inside corners of brake formed 4mm TOR Red Alpolic ACM with 2-1/2" returns; Additional 1-1/2" x 1-1/2" x 1/8" angle glued to the top inside length of the backer, to run the length of backer; 2" x 2" x 1/8" angle frame for attaching to wall

WALL MAT: Signband material is Sheet Metal

INSTALL: Extra Mile & Swoosh to be pin mounted off backer surface with 1" x 1/2" dia. spacer painted to match backer to allow for halo illumination; Backer thru bolted to wall surface using all thread into blocking as required; 12" standard length of threaded rod will be supplied unless otherwise noted; 3/8" threaded rod into blocking or Stratus approved equivalent; *All nuts are to be Nylock to resist back out*; Spacers to be provided and painted to match backer

QUANTITY: (1) ONE LETTERSET on BACKER REQUIRED FOR FRONT ELEVATION

FACE/HALO LIT LED | BACKER | REMOTE

*MOUNTING METHOD:
(Use appropriate method following wall inspection)

Thru bolt - all thread fasteners w/ wood blocking or angle iron strapping
Toggle bolts w/ hollow core-plywood backing
Kwik Bolts or Expansion lag bolts & shields w/ solid concrete



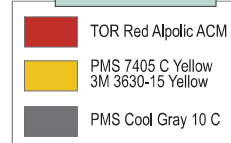
ALL ELECTRICAL COMPONENTS SHALL BE LISTED, APPROVED AND IDENTIFIED BY E.C. 904-A. ALL TO BE ELECTRICALLY IDENTIFIED PER I.E.C. AND ALL POWER SUPPLY TO THE SIGN PER I.E.C. 904-A.1. IDENTIFYING AND TESTING PER I.E.C. 904-A.1.2. IDENTIFYING AND TESTING PER I.E.C. 904-A.1.3. STANDARDS FOR ELECTRICAL BONDING, GROUNDING & BONDING. AS PER I.E.C. 904-A.1.3.2 AND I.E.C. 904-A.1.3.3.

ALL SIGNS TO COMPLY WITH UL 48 AND WILL BE MARKED AS SUCH WITH APPROPRIATE LABORATORY LABELS.

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

THE LOCATION OF THE DISCONNECT SWITCH AFTER INSTALLATION SHALL COMPLY WITH ARTICLE 600.6(A) (1) OF THE NATIONAL ELECTRICAL CODE.

COLOR PALETTE



Paint finish to be satin unless otherwise specified

SIMULATED NIGHT VIEW



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ELECTRONIC FILE NAME:

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5871_Saint Helena R1

PROJECT NUMBER:

86352

PROJECT MANAGER:

JARED HUMPHREY

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	554633	09/24/25 Z-MH					
Rev 1	555459	09/29/25 Z-DE					

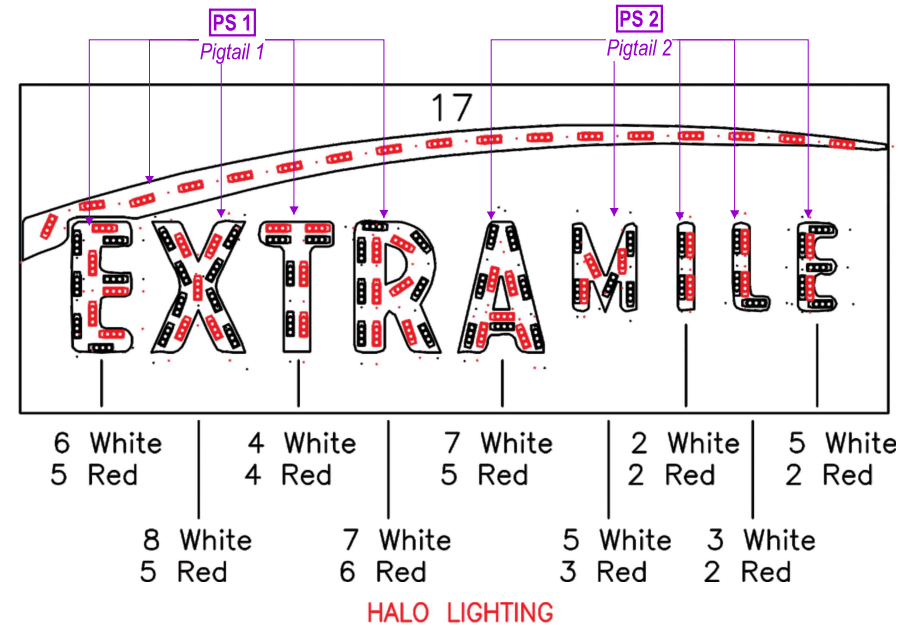
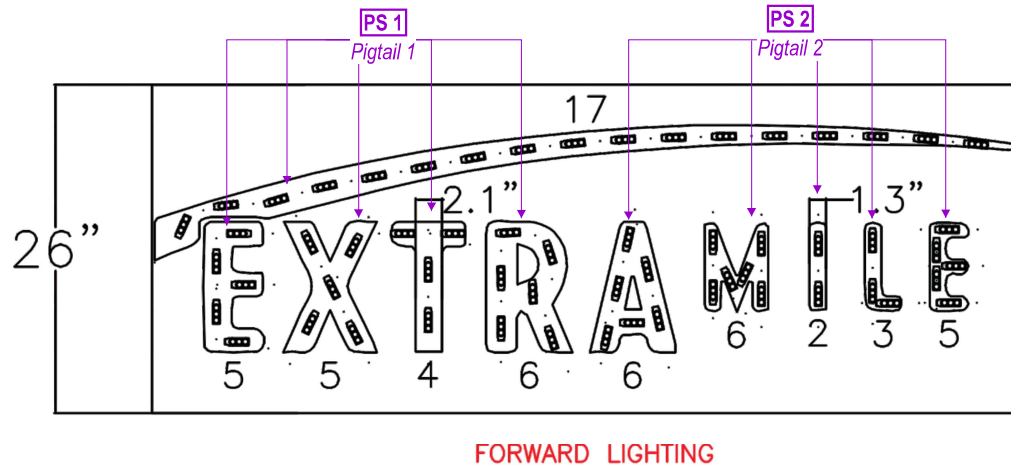
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E01

LED LAYOUT & SPECS - Face & Halo Illum.

26-PC

Scale: NOT TO SCALE



- 1) ACTUAL CHANNEL LETTER POPULATION AND PRODUCT PLACEMENT MAY VARY FROM THIS LAYOUT
- 2) a. PRISM12 MINI WHITE 6500K LAID OUT AT 3.0 MODULES PER FOOT, SINGLE ROW - FORWARD LIGHTING
b. PRISM12 MINI RED LAID OUT AT 3.0 MODULES PER FOOT, SINGLE ROW TO CREATE HALO EFFECT
c. PRISM12 MINI WHITE LAID OUT AT 3.0 MODULES PER FOOT, SINGLE ROW (EM) TO CREATE HALO EFFECT
- 3) EACH 60W4 POWER SUPPLY CAN RUN UP TO 142 PRISM12 MINI WHITE 6500K OR 180 PRISM12 MINI RED MODULES
- 4) LAYOUT BASED ON A 2" (FORWARD LIGHTING) , 1-2" (HALO LIGHTING) CAN DEPTH
- 5) ALL OUTSIDE INSTALLATIONS MUST HAVE PROTECTIVE LENS TO KEEP FOREIGN MATERIALS OUT
- 6) DIMENSIONS ARE IN INCHES UNLESS STATED OTHERWISE
- 7) 701269-6W12MJ1-MB WATTS PER MODULE: .38; 701269-RD12MJ1-MB WATTS PER MODULE: .3
- 8) PRIMARY SYSTEM POWER: 69.48 WATTS
- 9) LED MODULE POWER USAGE (secondary): 55.58 WATTS

ESTIMATED PRODUCT B.O.M. PER SIGN:

- 106 Each Prism12 Mini White 6500K Modules - 53'
- PN: 701269-6W12MJ1-MB
- 51 Each Prism12 Mini Red Modules - 26'
- PN: 701269-RD12MJ1-MB
- 2 Each 60W4 (Damp/Dry/Wet locations) Power Supplies 12VDC
- PN: 701507-60W4
- 1 Each 100' Roll of Jacketed Cable

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Rev 1	555459	09/29/25 Z-DE					

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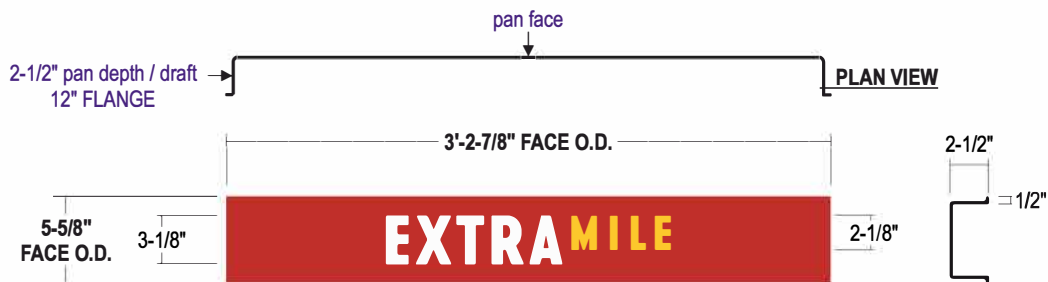
E07 FACE REPLACEMENTS

Scale: 1-1/2"=1'-0"

CUSTOM

1.5 square feet

SIMULATED NIGHT VIEW



VO: 5-5/8" x 3'-2-7/8"

SIDE A & B ARE THE SAME LAYOUT

FP CONFIRMED FACE WILL FIT



SIDE A



SIDE B

Existing faces to be removed
& replaced with new as shown

CABINET: Exiting 3" deep cabinet w/ 3/4" retainers & divider bars to remain

FACES: 177 Solar grade, clear pan-formed polycarbonate faces;
90 degree pan with no flange; 2-1/2" pan depth

GRAPHICS: Direct digital print to panel 2nd surface with
white backspray; Face of pan to be trans red & pan returns
to be opaque red

INSTALL: To match existing

QUANTITY: (2) TWO REPLACEMENT FACES REQUIRED FOR
EXISTING D/F MONUMENT SIGN

COLOR PALETTE

	PMS 7620 C Red
	PMS 7405 C Yellow
	P3 PPG0996-3 Statue Garden, semi gloss finish

PROPOSED SIGNAGE:



SIDE A



SIDE B

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SITE NUMBER:

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ELECTRONIC FILE NAME:

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PROJECT NUMBER:

86352

PROJECT MANAGER:

JARED HUMPHREY

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Rev 1	555459	09/29/25 Z-DE					

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EXTRA MILE # 5871
1400 MAIN STREET
SAINT HELENA, CA 94574-1848

Narrative

This applicant proposes the installation of 1 (one) face/halo lit channel letters on Panel wall sign to the exterior storefront elevation and 1 (one) exterior sign reface panel (2 panels) for an existing monument sign located at 1400 Main Street. Saint Helena, CA 94574.

The new and replacement signage is necessary to properly identify the business, improve customer wayfinding, and maintain consistent branding on the building. The existing sign faces are outdated and no longer meet visibility or branding standards. The new signage will enhance legibility and ensure customers can safely and efficiently locate the tenant space.

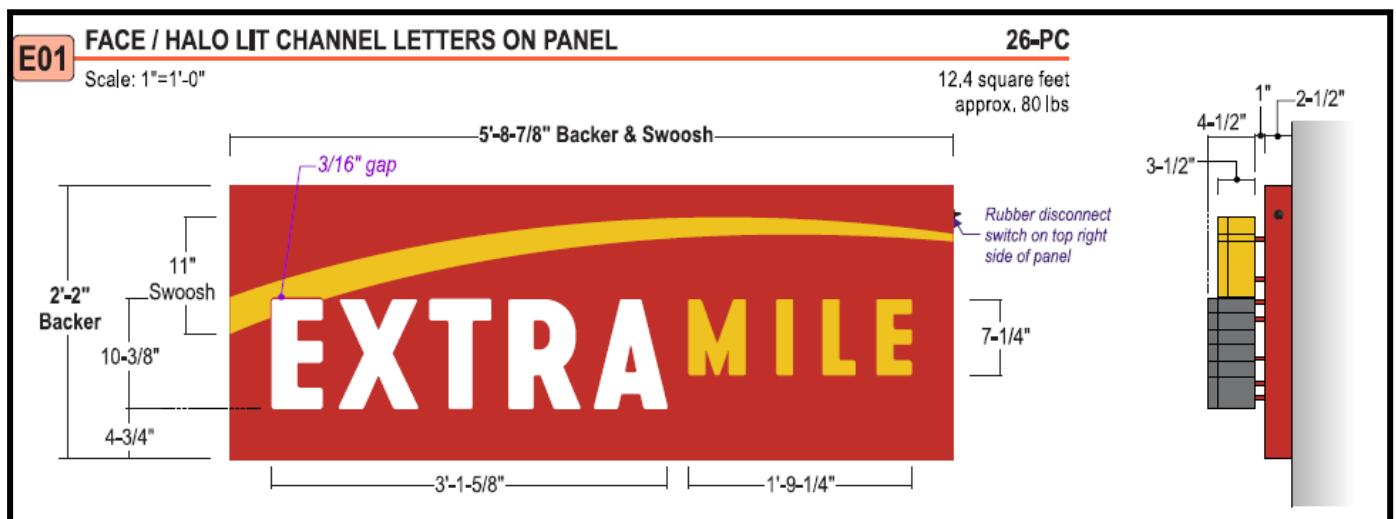
Existing Elevation and Freestanding Monument Signage



Sign E01 – New Wall Sign

Sign E01 is a new wall-mounted sign installed on the building's primary façade. The sign measures **2'-2" x 5'-8-7/8"** for a total area of approximately **12.4 sq. ft.** The sign consists of **face/halo-lit channel letters mounted on a panel** located on a sign band. The sign reads **"Extra Mile"** in the business's standard logo format. The color scheme is **red with yellow and white lettering** for visibility and brand consistency. The sign band is in the color, Summe Shadow-Flat finish. Sign E01 includes internal illumination. All electrical components are shielded and comply with applicable lighting standards.

Elevation With Proposed Signage



Continued on next page

Wall Sign Details

FACES:

SWOOSH & "MILE": 3/16" #7328 White acrylic w/ surface applied trans. Yellow vinyl overlays; "EXTRA": 3/16" #7328 White acrylic

TRIMCAP:

SWOOSH: 3/4" Yellow Jewelite trimcap; All trimcap seams to be on top of swoosh
"EXTRA MILE": 3/4" Gray Jewelite trimcap; All trimcap seams to be on top of letters

RETURNS:

SWOOSH: 3-1/2" deep .040 alum. painted Yellow;
"EXTRA MILE": 4-1/2" deep .040 alum. painted Gray

BACKS:

3/16" Clear polycarbonate w/ second surface applied 3M 3630-73 Dark Red vinyl overlays

ILLUM.:

FACE ILLUM. (All letters and swoosh): Sloan Prism12 6500K White LED's as required by manufacturer;

SWOOSH HALO ILLUM.: Sloan Prism12 Red LED's as required by manufacturer;

"EXTRA MILE" HALO ILLUM.: Sloan Prism12 Red & 6500K White LED's as required by manufacturer;

Interior 4mm ACM baffle for all letters and swoosh; **See following page for LED layouts;**

REMOTE POWER SUPPLIES; All UL labels to be applied on backer panel or power supply boxes; Power to run through standoff, not a separate penetration; Exterior rubber disconnect switch to be added

BACKER:

3" x 3" x 1-1/2" x 1/8" angle iron glued to inside corners of brake formed 4mm TOR Red Apolc ACM with 2-1/2" returns; Additional 1-1/2" x 1-1/2" x 1/8" angle glued to the top inside length of the backer, to run the length of backer; 2" x 2" x 1/8" angle frame for attaching to wall

WALL MAT.:

Signband material is Sheet Metal

INSTALL:

Extra Mile & Swoosh to be pin mounted off backer surface with 1" x 1/2" dia. spacer painted to match backer to allow for halo illumination; Backer thru bolt to wall surface using all thread into blocking as required; 12" standard length of threaded rod will be supplied unless otherwise noted; 3/8" threaded rod into blocking or Stratus approved equivalent; **All nuts are to be Nylock to resist back out;** Spacers to be provided and painted to match backer

QUANTITY:

(1) ONE LETTERSET on BACKER REQUIRED FOR FRONT ELEVATION

EXTRA MILE

 TOR Red Alpolic ACM

 PMS 7405 C Yellow
3M 3630-15 Yellow

 PMS Cool Gray 10 C

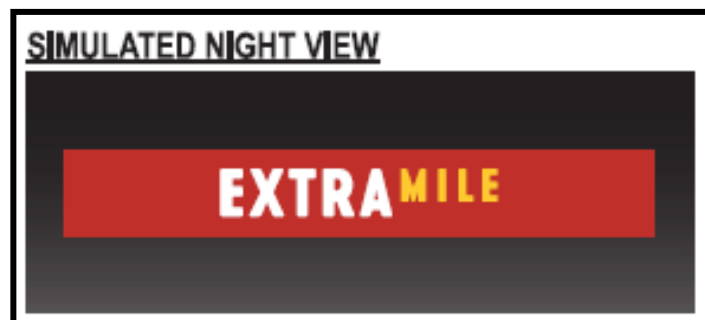
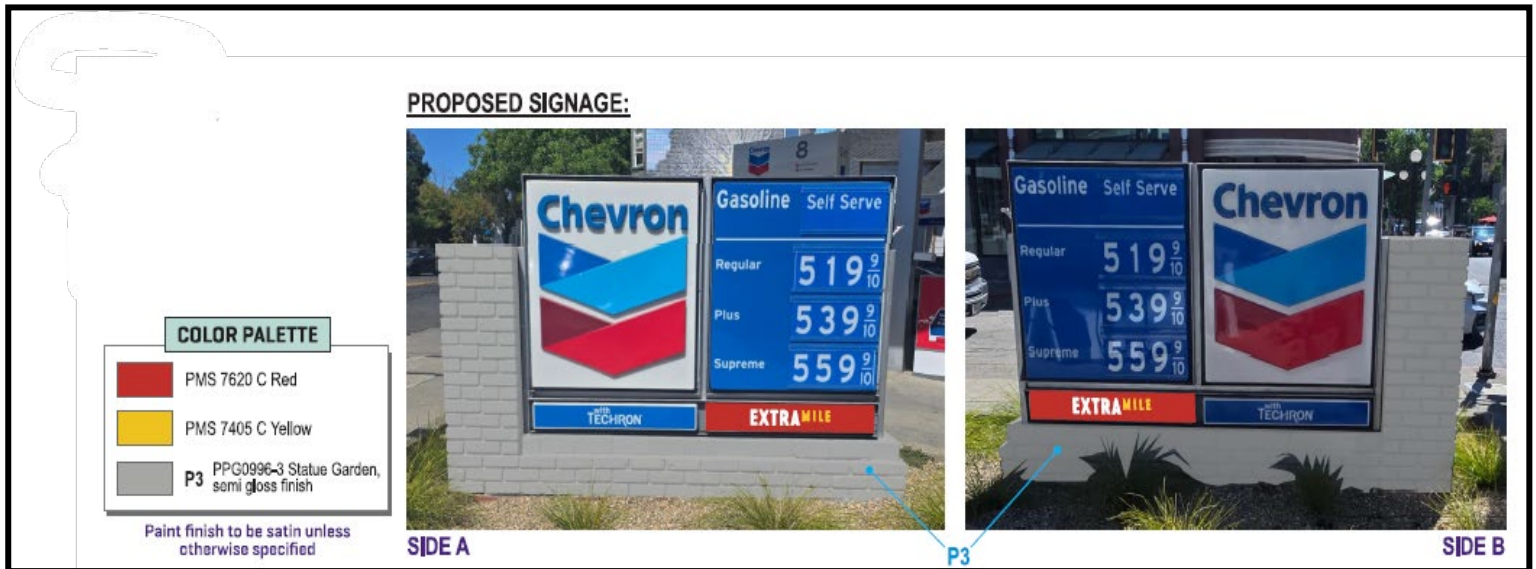
Paint finish to be satin unless otherwise specified

The diagram illustrates the internal wiring and structural components of the Electric Sign. It shows a vertical section of the sign with various parts labeled. On the left side, labels include: SS Threaded Rod w/ Hex Nut & Nylon Washer, Silicone caulk all penetrations, Steel Angle or approved blocking, Plastic Bushing, Wire Nut, Junction Box, Electrical conduit & fitting, Anchor bolt (may vary) w/ mounting angle, Bolt, Hex head, 1/4"-20 w/ nut & washer, #18ga PLTC Wire, Power supply box, Power supply, Stud for Grounding, 12 ga Stranded THHN Wire Fitting & Conduit - To Primary, Disconnect Switch w/ lock, 12 ga Stranded THHN Wire Fitting & Conduit - To Primary, and 4mm ACM backer w/ internal angle framework. On the right side, labels include: Spacer, Aluminum returns, Pan head screw, Trimcap, Rubber Disconnect Switch, Acrylic Face, ACM baffle, 18 ga PLTC Wire, Crimp Connector, LED modules, Polycarbonate Back, 3/8" Riv nut w/ hex bolt & lock washer, and Weep holes 5/16" dia w/ light baffle if req'd, Exterior locations only.

Page 33 of 172

Sign E07 – Existing Monument Sign Face Replacement

Sign 2 consists of **two (2) face replacement panels** for an existing sign cabinet. No modifications are proposed to the structure, size, or lighting of the existing sign. The existing overall sign size remains unchanged. The replacement faces read **“Extra Mile”** utilizing the same color scheme as Sign 1: **red background with yellow and white lettering**. No changes to illumination are proposed; the existing lighting configuration will remain as-is.



CABINET:

Existing 3" deep cabinet w/ 3/4" retainers & divider bars to remain

FACES:

177 Solar grade, clear pan-formed polycarbonate faces; 90 degree pan with no flange; 2-1/2" pan depth

GRAPHICS:

Direct digital print to panel 2nd surface with white backspray; Face of pan to be trans red & pan returns to be opaque red

INSTALL:

To match existing

QUANTITY:

(2) TWO REPLACEMENT FACES REQUIRED FOR EXISTING D/F MONUMENT SIGN



Planning Commission

May 5, 2026

Chevron Major Sign Permit

File Number: PL26-004

Staff: Natalie Bresee, Assistant Planner



Project Description

The applicant requests Planning Commission approval of a Major Sign Permit to replace the existing wall sign with one (1) new illuminated wall sign and to replace two (2) existing tenant sign panels within the existing monument sign.

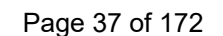




- Zoning: Central Business (CB)
- General Plan: Central Business (CB)
- Lot Size: 0.2 Acres

- Central Business (CB)

- The property is currently occupied with a gas station and convenience store.





Ariel View



Replace two (2) existing tenant sign panels



One (1) new illuminated wall sign





Illuminated Wall Sign

Existing Signage:



Proposed Signage:



Proposed Color Palette:

COLOR PALETTE	
	TOR Rad Alpine ACM
	PMS 7406 C Yellow 3M 3630-15 Yellow
	PMS Cool Gray 10 C

Paint finish to be satin unless otherwise specified

SIMULATED NIGHT VIEW





Monument Sign – Copy Replacement

Existing Signage:



Side A



Side B

PROPOSED SIGNAGE:



SIDE A



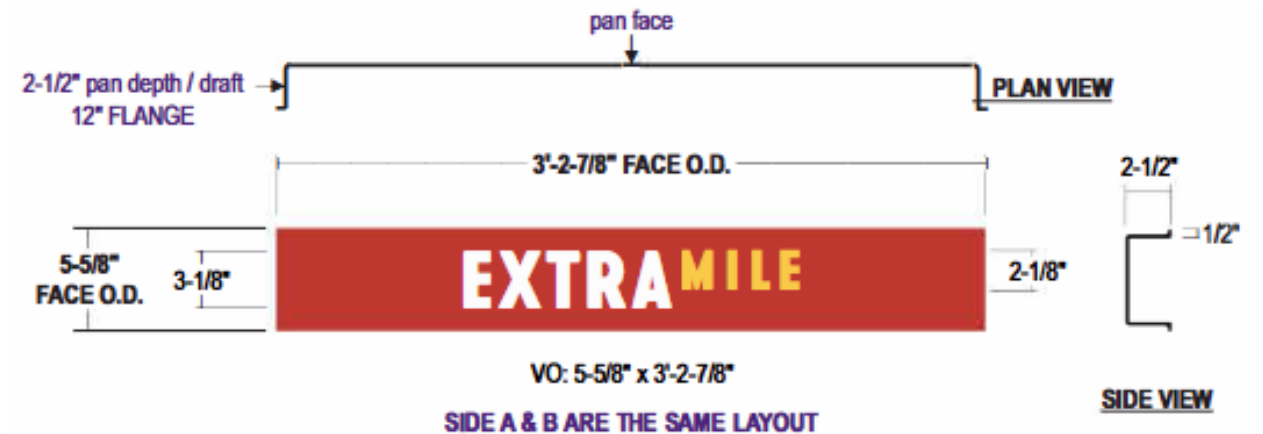
SIDE B

Proposed Color Palette:

COLOR PALETTE	
	TOR Rad Alpolic ACM
	PMS 7406 C Yellow 3M 3690-15 Yellow
	PMS Cool Gray 10 C

Paint finish to be satin unless otherwise specified

SIMULATED NIGHT VIEW





Major Sign Permit Findings

1. The sign is **compatible** with the site;
2. The sign materials are **consistent** with or **complement** those of the project;
3. The sign **reflects the small-town character** of St. Helena;
4. The sign will **not negatively impact** surrounding properties;
5. The sign **does not obscure or detract** from the architecture of a historic building or structure; and
6. The sign **contributes to the historical or architectural character** of the community.

Staff can support all required findings for the Major Sign Permit Application.



Recommendation

Staff recommends **approving the application for the Major Sign permit** (PL26-004) at 1400 Main Street (APN: 009-211-009), including action to approve a Categorical Exemption pursuant to Section 15301 and 15311 of the State CEQA Guidelines (Class 1 – Existing Facilities and Class 11 – Accessory Structures).



Questions?

Available Staff:

Natalie Bresee, Assistant Planner

Jackie Oneal, Senior Planner

Leza Mikhail, Community Development Director



Agendas Report to the Planning Commission

Agenda Section: PUBLIC HEARINGS

Department: Community Development Department - Planning Division

DATE:	May 5, 2026
FILE NUMBER:	N/A
SUBJECT:	Review of the 2025 Annual Housing Element Progress Report (APR)
LOCATION OF PROPERTY:	Citywide
APN:	Citywide
GENERAL PLAN/ ZONING:	Citywide
APPLICANT:	N/A
PROJECT PLANNER:	Jackie Oneal, Senior Planner
REVIEWED BY:	Leza Mikhail, Community Development Director
CEQA DETERMINATION:	Not a CEQA Project (CEQA Guidelines §15378)
RECOMMENDED ACTION:	Staff recommends the Planning Commission receive a presentation on the 2025 Annual Housing Element Progress Report (APR) and provide comments for consideration by the City Council, as desired.

BACKGROUND:

State Law requires all California jurisdictions to plan for the housing needs of residents at all income levels through adoption of a Housing Element. The Regional Housing Needs Allocation (RHNA) process, administered by the California Department of Housing and Community Development (HCD) and the Association of Bay Area Governments (ABAG), assigns each jurisdiction a share of the region's housing need.

Pursuant to Government Code Section 65400, jurisdictions must submit an Annual Progress Report (APR) to HCD and the California Office of Land Use and Climate Innovation (LCI), previously the Governor's Office of Planning and Research (OPR), by April 1 of each year. The

APR documents progress on housing production, policy implementation, and efforts to remove governmental constraints to housing development.

The City of St. Helena (City) adopted its 6th Cycle Housing Element (2023–2031) on May 9, 2023. The APR reflects progress made during the 2025 reporting year, between January 1, 2025 and December 31, 2025.

PROJECT DESCRIPTION:

The APR is a State-mandated reporting document that summarizes the City’s progress in implementing its adopted Housing Element. The APR includes:

- **Table B:** Annual housing production by income category
- **Table D:** Status of Housing Element program implementation|

The report tracks building permits issued, housing development activity, and progress toward completion of Housing Element programs and policies.

The City submitted the 2025 APR to the HCD and LCI in advance of the statutory April 1 deadline. The APR was subsequently accepted by HCD on April 12, 2026.

Planning Commission Role

As part of its role in overseeing implementation of the Housing Element and General Plan, the Planning Commission’s review of the APR provides an opportunity to evaluate ongoing progress, identify trends in housing production, and provide comments for consideration by the City Council.

ANALYSIS:

Discussion

The Housing Element establishes goals, policies, and implementation programs to address the City’s housing needs across all income levels. The 6th Cycle Housing Element includes six overarching goals:

1. A Diversity of Housing to Meet Local Needs
2. High Quality Neighborhoods with a Balance of Housing Types
3. Conservation of Existing Housing
4. Assistance to Support Affordable Housing
5. Resource Conservation
6. Affirmatively Furthering Fair Housing

Progress toward these goals is tracked annually through the APR, which includes:

- Table B: Residential building permits issued by affordability level
- Table D: Status of Housing Element program implementation

Housing Production (Table B Summary)

In 2025, the City issued 24 residential building permits (see Attachment 2. Table B). Units were distributed across income categories as follows:

- Very Low-Income: 4 units
- Low-Income: 10 units
- Moderate-Income: 5 units
- Above Moderate-Income: 5 units

No units were reported in the extremely low or acutely low-income categories.

Units by Type

- Accessory Dwelling Units (ADUs): 11 permitted, 15 completed
- Single-Family Detached: 3 permitted, 2 completed
- Multifamily (5+ units): 10 permitted

A total of 17 units were completed during the reporting year, with ADUs accounting for the majority of completed units.

Additional development activity includes:

- 12 housing applications submitted representing 91 proposed units
- 91 units approved, with no denials
- 14 infill projects totaling 22 units

Ministerial approvals accounted for the majority of housing activity, with 11 ministerial applications and one discretionary application. Housing activity in 2025 reflects a mix of small-scale infill development and larger multifamily projects in the pipeline.

ADU Affordability Reporting

For purposes of reporting affordability of accessory dwelling units (ADUs) in Table B, the City uses a standardized 30/30/30/10 distribution, consistent with regional and State guidance. This assumes:

- 30 percent very low-income
- 30 percent low-income
- 30 percent moderate-income
- 10 percent above moderate-income

This methodology is used because most ADUs are not deed-restricted and do not have

recorded affordability levels. Instead, affordability is estimated using a State-accepted approach based on regional data.

Recent findings from the ABAG ADU Affordability Survey indicate that ADUs are often rented at levels affordable to lower-income households (see Attachment 4). Based on this data, HCD has confirmed that jurisdictions may continue using the 30/30/30/10 distribution for the 2025 and 2026 reporting years.

Accordingly, the affordability distribution in Table B reflects an estimate of affordability for ADUs, rather than deed-restricted units.

Program Implementation (Table D Analysis)

Table D demonstrates that the City has made substantial progress on Housing Element implementation, particularly on foundational regulatory actions completed early in the planning period (see Attachment 3. Table D).

Completed Actions

The City has completed the most critical early-cycle requirements, including:

- Comprehensive Zoning Code Update (2023), implementing by-right housing and reducing regulatory constraints
- Rezoning of Housing Element sites to accommodate lower-income Regional Housing Needs Allocation (RHNA) capacity
- Removal of the Growth Management System
- Adoption of updated safety and policy framework

These actions establish the regulatory framework necessary to support housing production and ensure compliance with State Law.

Housing Development Progress

The City is actively facilitating several key housing projects, including:

- Hunter Subdivision (51 units, in progress)
- Fountain Street affordable housing project (40 units, approved)
- Spring Grove project (41 units, approved)

These projects represent progress toward implementation of the Housing Element sites inventory and housing production goals.

Ongoing and Continuous Programs

Many Housing Element programs are ongoing and include:

- Maintenance of the housing sites inventory
- Infrastructure coordination and capital improvement planning

- Administration of housing programs and compliance requirements
- Continued ADU permitting and housing development facilitation

Programs in Progress

Programs currently underway include:

- Infrastructure improvements supporting housing sites
- Development of workforce and special needs housing policies
- Expansion of ADU-related resources and outreach
- Exploration of funding and homeownership programs

Programs Not Yet Started

Some programs have not yet been initiated, primarily those related to:

- ADU financial assistance and affordability incentives
- Targeted outreach and education programs
- Homeownership assistance programs
- Farmworker housing initiatives

These programs are generally dependent on future funding, staffing capacity, or policy development.

Summary

The City has completed the major regulatory and rezoning actions required for Housing Element compliance to date and is transitioning into implementation-focused efforts, including housing production, program delivery, and funding-based initiatives.

ISSUES:

While the City has made substantial progress on Housing Element implementation, several ongoing considerations remain:

Affordable Housing Production

Production of deed-restricted affordable units, particularly at the extremely low- and very low-income levels, has been limited to date. However, several approved and proposed multifamily projects are expected to contribute toward meeting lower-income RHNA obligations in future reporting years.

Housing Production Trends

ADUs represent a significant portion of recent housing production, consistent with State law and the City's efforts to facilitate small-scale residential development. Larger multifamily and affordable housing projects are in various stages of entitlement and development and are anticipated to contribute more substantially in future years.

Program Implementation Timing

While the City has completed the majority of required regulatory and rezoning actions early in the planning period, several Housing Element programs related to funding, outreach, and housing assistance are ongoing or have not yet been initiated. These programs are typically longer-term in nature and often dependent on funding availability and staffing resources.

RHNA Progress

As the APR reflects early years in the 6th Cycle planning period, continued progress on housing production will be necessary to meet the City's RHNA allocation by 2031.

CORRESPONDENCE:

Staff has not received any correspondence as of the date of this report.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission receive a presentation on the 2025 Annual Housing Element Progress Report (APR) and provide comments for consideration by the City Council, as desired.

ATTACHMENTS:

1. Complete Housing Element Annual Progress Report Workbook
2. Table B - Regional Housing Needs Allocation Progress Report
3. Table D - Housing Programs Progress Report
4. ABAG ADU Affordability Survey Memorandum
5. Staff Presentation_2026 APR

Please Start Here

General Information	
Jurisdiction Name	Saint Helena
Reporting Calendar Year	2025
Contact Information	
First Name	JACKIE
Last Name	ONEAL
Title	SENIOR PLANNER
Email	JONEAL@CITYOFSTHELENA.GOV
Phone	7079682747
Mailing Address	
Street Address	1088 COLLEGE AVE.
City	ST HELENA
Zipcode	94574

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_03_11_26

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://hcd.my.site.com/hcdconnect>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2025 (no spaces). Example: the City of San Luis Obispo would save their file as SanLuisObispo2025

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	7
	Non-Deed Restricted	3
Moderate	Deed Restricted	2
	Non-Deed Restricted	3
Above Moderate		5
Total Units		24

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	41	0	0
Single-family Detached	0	3	2
2 to 4 units per structure	0	0	0
5+ units per structure	40	10	0
Accessory Dwelling Unit	0	11	15
Mobile/Manufactured Home	0	0	0
Total	81	24	17

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	14	22
Not Indicated as Infill	2	2

Housing Applications Summary	
Total Housing Applications Submitted:	12
Number of Proposed Units in All Applications Received:	91
Total Housing Units Approved:	91
Total Housing Units Disapproved:	0

Use of Streamlined Ministerial Approval Process or SMAP (formerly SB 35 / 423) - Applications	
Number of SMAP Applications	0
Number of SMAP Applications Approved	0

Units Constructed - SMAP (formerly SB 35 / 423) - Permits			
Income	Rental	Ownership	Total
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SMAP	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	11	90
Discretionary	1	1

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	2
Number of Units in Applications Submitted Requesting a Density Bonus	81
Number of Projects Permitted with a Density Bonus	2
Number of Units in Projects Permitted with a Density Bonus	10

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	120
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

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ge 54 of 172

This image shows a full page of graph paper. It features a uniform grid of small squares across the entire area. Three vertical lines are drawn at regular intervals from the left edge, creating four columns of different widths. The central column is the widest, while the two outer columns are narrower. These lines likely serve as margins for writing or labeling sections of the graph.

[illegible]

[illegible]

Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022- 01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	104	-	-	-	1	-	-	-	-	-	-	5	99
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Low	Deed Restricted	59	-	-	-	7	-	-	-	-	-	-	11	48
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	26	-	-	-	2	-	-	-	-	-	-	6	20
	Non-Deed Restricted	-	-	-	1	3	-	-	-	-	-	-	-	-
Above Moderate		67	11	8	12	5	-	-	-	-	-	-	36	31
Total RHNA		256												
Total Units			11	8	15	24	-	-	-	-	-	-	58	198

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Saint Helena						
Reporting Year		2025		(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	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
H-A Available Site Inventory	Identify and rezone a minimum of 14 acres to HDR (20–28 du/ac) to accommodate lower-income RHNA	1/31/2024	6th Cycle	Completed	City Council adopted zoning map amendments on April 23, 2024 to implement Housing Element sites inventory and accommodate lower-income RHNA pursuant to Gov. Code §65583.2(h)	Units	156	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Ensure by-right approval for projects with ≥20% lower-income units in accordance with State Housing Element law and objective standards	10/24/2023	6th Cycle	Completed	As part of the Comprehensive Zoning Code Update adopted October 24, 2023, the City implemented by-right approval for qualifying multifamily residential developments consistent with Government Code §65583.2(h) and (i). (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Incorporate Affirmatively Furthering Fair Housing (AFFH) principles into site selection and housing planning efforts		6th Cycle	Completed	In identifying and rezoning housing opportunity sites, the City incorporated Affirmatively Furthering Fair Housing (AFFH) principles by prioritizing sites in higher-opportunity areas and reducing concentrations of lower-income households in the eastern portion of the city. This approach is reflected in both the adopted Housing Element and ongoing implementation efforts, including site monitoring and development facilitation. (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
		12/31/2031						

H-A Available Site Inventory	Maintain an ongoing inventory of adequate sites suitable for residential development across all income levels, including periodic updates to reflect development activity and site availability	12/31/2031	6th Cycle	Continuous	The City continues to maintain an inventory of residentially zoned and mixed-use sites consistent with the adopted Housing Element. Sites identified in the Housing Element remain available and suitable for residential development and are not subject to constraints that would preclude development at planned densities. (Outcome measured= inventory)	Other	0	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-A Available Site Inventory	Facilitate development of identified opportunity sites, including projects such as the Hunter Subdivision		6th Cycle	In Progress	The City is actively facilitating development of identified Housing Element sites, including the Hunter Subdivision. The Planning Commission approved the Tentative Subdivision Map on June 26, 2023 (Resolution 2023-69). The Final Map has been submitted and is currently under City review, and associated improvement agreements are being processed. As of this reporting period, design review entitlements and building permit applications have not yet been submitted. This project represents progress toward implementation of the sites inventory and lower-income housing production goals.	Units	51	https://www.cityofsthelena.gov/DocumentCenter/View/2840/Signed-Reso-2023-69-Approving-Tentative-Subdivision-Map-6-26-23-PDF
H-B Growth Management System	Remove the City's Growth Management System to eliminate constraints on housing production and ensure compliance with State housing law, including SB 330	10/24/2023	6th Cycle	Completed	The City removed the Growth Management System through the 2023 Zoning Code Update in compliance with SB 330, eliminating a constraint on housing production. (Outcome measured=policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-C Water and Sewer Access	Establish procedures to prioritize water and sewer service allocation for affordable housing developments	12/31/2025	6th Cycle	Continuous	The City continues to coordinate with utility providers and internal departments to establish procedures that prioritize water and sewer service allocation for affordable housing developments. While formal procedures have not yet been adopted, ongoing coordination efforts are underway to ensure future compliance with this program and to support timely infrastructure access for qualifying projects.	Other	0	N/A
H-C Water and Sewer Access	Provide water and sewer providers with adopted Housing Element and required documentation	11/1/2023	6th Cycle	Completed	The City provided the adopted Housing Element and required documentation to water and sewer providers following certification in September 2023.	Other	1	N/A
H-D Road and Utility Improvement Coordination	Coordinate infrastructure planning and capital improvement programming to support housing development, including lower-income housing	12/31/2031	6th Cycle	Continuous	The City reviews infrastructure capacity and constraints through the development review process for residential projects, including those that provide housing for lower-income households. Planning and Public Works coordinate on a project-specific basis to identify required improvements and applicable conditions of approval. The City will continue to evaluate opportunities to improve coordination between departments and to consider infrastructure needs in relation to Housing Element opportunity sites, consistent with Government Code §65583(c)(2). (Outcome measured = programs)	Other	0	N/A

H-D Road and Utility Improvement Coordination	Implement infrastructure improvements that facilitate development of Housing Element sites	12/31/2031	6th Cycle	In Progress	The Mills Lane realignment project is currently underway and is expected to improve access and infrastructure capacity for nearby Housing Element sites, including those along Fountain Street. This project demonstrates ongoing implementation of infrastructure improvements to support housing development. (Outcome measured = infrastructure)	Other	1	https://www.cityofsthelena.gov/490/CIP-Interactive-Dashboard
H-E Streamline Special Needs Housing	Implement streamlined, ministerial approval processes for qualifying residential development consistent with State law	12/31/2031	6th Cycle	Completed	The City implemented streamlined ministerial review through the 2023 Zoning Code Update, allowing multifamily housing by right where objective standards are met. (outcome measured = regulatory)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-E Streamline Special Needs Housing	Evaluate and address constraints affecting special needs housing populations, including supportive and transitional housing	12/31/2031	6th Cycle	In Progress	The City has implemented zoning changes to reduce constraints on housing development and will formally re-evaluate constraints on special needs housing production in 2026, consistent with the Housing Element schedule. (Outcome measured = Study)	Other	1	N/A
H-F Municipal Code Updates	Amend the Municipal Code to ensure compliance with State housing laws, including ADU, density bonus, and supportive housing requirements	10/24/2023	6th Cycle	Completed	The Comprehensive Zoning Code Update incorporated numerous amendments to ensure compliance with State housing laws, including provisions related to accessory dwelling units, density bonus, and supportive housing. These changes reduce regulatory constraints and align City policies with State requirements. (outcome measured = Ordinance)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-G Safety Element Update	Update Safety Element to address fire, flood, climate adaptation, and evacuation routes	12/13/2024	6th Cycle	Completed	The City adopted its updated Public Health, Safety, and Noise Element concurrently with the 6th Cycle Housing Element on May 9, 2023. The update incorporates wildfire risk, flood hazards, climate adaptation strategies, and evacuation route analysis consistent with SB 99 and AB 747 requirements. (Outcome measured = Policy)	Other	1	2040 General Plan Update
H-H Workforce and Farmworker Housing	Identify and implement regulatory and financial incentives to encourage workforce and farmworker housing development, including density bonuses, fee reductions, and streamlined processes	12/31/2025	6th Cycle	Continuous	The City has implemented regulatory incentives through the 2023 Zoning Code Update, including reduced parking requirements, flexible standards, and streamlined review. The City has also supported affordable projects through fee waivers. A formal workforce/farmworker program has not yet been adopted; additional policy development is planned.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-H Workforce and Farmworker Housing	Encourage development of workforce and farmworker housing units	12/31/2031	6th Cycle	In Progress	The City has approved and issued a Certificate of Occupancy for a 10-unit affordable housing project at 951/963 Pope Street and is processing a 40-unit affordable project at 0 Fountain Street. These projects contribute to workforce housing production. No dedicated farmworker housing has been completed to date.	Units	0	N/A

H-I ADU Workforce Housing Incentive Program	Establish ADU incentive program including pre-approved plans and outreach	12/31/2025	6th Cycle	Continuous	In 2025, the City published a Pre-Approved ADU Plans Gallery on its website, including affordable-by-design plans intended to reduce design and permitting costs. Staff developed informational handouts and coordinated with the City's Public Information Officer to publicize the program and increase community awareness; however, outreach to date has primarily been passive, and while these efforts improve access to ADU resources, additional targeted outreach may be needed to fully achieve program objectives..	Other	0	N/A
H-I ADU Workforce Housing Incentive Program	Encourage ADU production consistent with Housing Element goals	12/31/2031	6th Cycle	Continuous	The City continues to process ADU applications ministerially in compliance with State law and promotes ADU development through outreach and technical assistance. ADU production is tracked annually through building permit activity.	Units	11	See ADU counts in 2025 APR
H-J Non-traditional Housing Types	Evaluate zoning constraints on non-traditional housing types	12/31/2025	6th Cycle	Continuous	The City Council has expressed an interest in reviewing housing needs Citywide on an ongoing basis. The Comprehensive Zoning Code update adopted on October 24, 2023 made a number of changes to facilitate housing including reduced setbacks, parking reductions and permitting multi-family residential as a by right use in the Medium Density Residential District. Further, a majority of the City's residential land is designated as Medium Density Residential, allowing conversion of existing SFD to MFD at a density of 5.1-16 units per acre.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information

H-J Non-traditional Housing Types	Amend zoning to support non-traditional housing types	12/31/2026	6th Cycle	Continuous	The Zoning Code Update implemented changes that support increased housing diversity, including flexible development standards and expanded by-right residential uses. Further refinements will be considered as needed.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information
H-K Non-vacant Sites	Engage property owners of non-vacant sites to discuss development potential	12/31/2026	6th Cycle	Continuous	In conjunction with the Housing Element outreach, the City conducted outreach to property owners of identified non-vacant Housing Element sites to discuss redevelopment potential, site constraints, and available incentives. This effort supports redevelopment of sites identified for lower-income housing capacity. (Outcome measured = outreach)	Other	0	N/A
H-K Non-vacant Sites	Adopt policies and incentives to encourage development of non-vacant sites included in the sites inventory as lower income capacity	12/31/2024	6th Cycle	Completed	The City implemented incentives for non-vacant Housing Element sites through the 2023 Comprehensive Zoning Code Update and subsequent rezoning to High Density Residential. These actions included increased allowable density, reduced development constraints, and streamlined approval processes. These incentives have supported redevelopment of identified sites, including Site 9 (Spring Grove), which has been entitled for residential development.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-L City-owned Sites	Comply with Surplus Land Act and make sites available for affordable housing	1/22/2024	6th Cycle	Completed	The City has had active communication with local affordable housing developers throughout the 6th Cycle Housing Element Update process and continues that communication currently. On January 22, 2024, the City issued a Notice of Availability to sell/lease surplus property pursuant to California Government Code Section 54220, et seq. for Housing Opportunity Sites 1 & 2. The City has completed the Surplus Lands Act process for three City-owned sites, 1480 Main St. and 1572-1574 Railroad Ave. and is currently in the final stages of discussions with City Council on releasing these sites for sale, which will include affordable housing on the Railroad Ave. site.	Other	2	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-M Incentives for Lower-cost Housing Types	Encourage the development of 20 lower income units during the planning period	10/24/2023	6th Cycle	Continuous	The City facilitated approval of the 40-unit Fountain Street affordable rental housing project in 2025. The project includes deed-restricted affordable units and exceeds the program target of 20 lower-income units during the planning period. This approval demonstrates implementation of the City's regulatory incentives and development facilitation efforts for lower-cost housing types.	Units	40	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho

H-M Incentives for Lower-cost Housing Types	Evaluate and study potential incentives to encourage development of attached market-rate housing units, including zoning, development standards, and financial mechanisms, by 2027	12/31/2027	6th Cycle	In Progress	The City has initiated implementation through the 2023 Comprehensive Zoning Code Update, which introduced reduced setbacks, parking reductions, and expanded allowances for multifamily and attached housing types. While a focused study specific to attached market-rate incentives has not yet been completed, the regulatory changes adopted to date establish a strong foundation for supporting such housing types. Additional evaluation and policy development will be conducted to fully implement this objective.	Other	0	https://www.cityofsthelena.gov/243/Zoning-I
H-M Incentives for Lower-cost Housing Types	Address the lack of diverse and affordable housing types in the City by supporting development of a range of housing options, including smaller units, multifamily housing, and affordable rental units		6th Cycle	In Progress	The City has expanded opportunities for diverse housing types through the 2023 Comprehensive Zoning Code Update, which allows greater flexibility for multifamily and attached housing and reduces development constraints. The approval of the 40-unit affordable housing project at 0 Fountain Street provides a significant addition to the City's supply of affordable rental housing and represents meaningful progress toward addressing the lack of affordable housing types.	Units	0	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho
H-N Zoning to Facilitate Higher Density Housing	Amend the Zoning Code to facilitate higher density housing, including increased lot coverage, height limits, reduced parking requirements, and allowance of duplexes and triplexes in the MR zone	12/31/2026	6th Cycle	Completed	The City adopted a comprehensive Zoning Code Update on October 24, 2023, which implemented key provisions consistent with this program, including reduced parking requirements, expanded multifamily allowances, and objective standards to facilitate higher density residential development. These changes removed constraints and aligned zoning with Housing Element goals.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-N Zoning to Facilitate Higher Density Housing	Allow minor administrative modifications to development standards to provide flexibility for residential development	10/24/2023	6th Cycle	Completed	The 2023 Zoning Code Update established administrative approval processes for minor modifications to development standards, allowing increased flexibility without requiring discretionary review.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Encourage development of 30 multifamily units in HR and MR zones during the planning period	12/31/2026	6th Cycle	Completed	The City has facilitated multifamily housing through zoning changes and project approvals, including entitled and proposed projects such as Pope Street Workforce Housing, Spring Grove and 0 Fountain Street. These projects contribute toward the program target and demonstrate ongoing progress in enabling higher density housing.	Units	91	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-N Zoning to Facilitate Higher Density Housing	Promote land use patterns that reduce geographic concentrations of lower-income households and expand housing opportunities in higher-resource areas	12/31/2026	6th Cycle	Completed	The City's zoning amendments and site selection strategy emphasize housing development in higher-resource areas, including the western portion of the city, consistent with AFFH requirements. These actions support more equitable distribution of housing opportunities.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Amend zoning regulations to prohibit exemptions from minimum density requirements on housing sites	12/31/2026	6th Cycle	Completed	The City adopted a Comprehensive Zoning Code Update on October 24, 2023. Minimum density standards were codified to ensure efficient use of land and compliance with Housing Element requirements.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Support development patterns that promote equitable distribution of housing opportunities	12/31/2026	6th Cycle	Completed	The City continues to apply Housing Element policies during project review to ensure sites are developed at appropriate densities and consistent with AFFH objectives.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Amend zoning regulations to establish development standards for mixed-use projects	12/31/2026	6th Cycle	Completed	The Zoning Code Update expanded mixed-use allowances and streamlined approval processes in applicable districts.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-P Mixed-use Development Types	Encourage development of housing units within mixed-use projects	12/31/2031	6th Cycle	Continuous	The City supports mixed-use development through zoning flexibility and project review; however, no mixed-use housing projects have been completed to date under this program.	Units	0	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-P Mixed-use Development Types	Explore incentives to encourage employer-provided housing and mixed-use residential development	12/31/2026	6th Cycle	Continuous	The City continues to evaluate potential incentives, including fee reductions and streamlined processing, through ongoing Housing Element implementation.	Other	0	N/A
H-P Mixed-use Development Types	Address lack of diverse housing types through mixed-use development opportunities	12/31/2026	6th Cycle	Continuous	The City continues to support mixed-use zoning strategies that allow residential units in commercial areas, expanding housing options.	Other	1	https://sthelena.municipal.codes/Code/
H-Q Direct Assistance for ADU Development	Provide direct financial incentives to support the development of up to 10 accessory dwelling units during the planning period	12/31/2025	6th Cycle	Not Yet Started	The City has not yet established or implemented a direct financial assistance program for ADU development. Potential funding sources and program structure have not been finalized. The City anticipates evaluating options for implementation during this cycle.	Units	0	N/A
H-Q Direct Assistance for ADU Development	Evaluate and identify additional financial incentives for ADU development by 2025	12/31/2025	6th Cycle	In Progress	The City has not completed a formal evaluation of additional financial incentives for ADU development. This effort remains outstanding and will need to be addressed to meet program commitments.	Other	0	N/A
H-Q Direct Assistance for ADU Development	Provide informational materials and technical assistance regarding ADU development to approximately 30 households, with a focus on lower-density areas in the western portion of the city	12/31/2025	6th Cycle	In Progress	The City has made ADU information available through its website and newsletters, including the publication of a Pre-Approved ADU Plans Gallery in 2025. Outreach efforts to date have been limited to passive information sharing, and the City has not yet conducted targeted outreach or tracked engagement toward the program goal of assisting 30 households.	Households	0	N/A

H-Q Direct Assistance for ADU Development	Address the lack of affordable housing types in the city through facilitation of ADU development	12/31/2026	6th Cycle	Not Yet Started	The City continues to implement ADU regulations consistent with State law. While ADU development is permitted and supported through regulatory compliance, no units have been produced through a City-sponsored incentive program under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Establish place-based ADU incentives and strategies in targeted areas	12/31/2026	6th Cycle	Not Yet Started	The City has implemented ADU incentives broadly and continues to evaluate targeted strategies; a formal place-based program has not yet been adopted.	Other	0	N/A
H-R Place-based ADU Strategy	Encourage development of ADUs citywide, including in targeted areas	12/31/2026	6th Cycle	Continuous	ADUs continue to be permitted consistent with State law and local ordinance; production is ongoing but below program targets.	Units	0	N/A
H-R Place-based ADU Strategy	Encourage development of affordable ADUs	12/31/2026	6th Cycle	Not Yet Started	The City continues to evaluate opportunities for deed-restricted ADUs; no units completed under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Promote equitable housing distribution and reduce displacement pressures through ADU strategies	12/31/2026	6th Cycle	In Progress	ADU regulations support incremental housing in established neighborhoods, including higher-resource areas.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Amend zoning regulations to require affordability restrictions for ADUs receiving incentives	12/31/2026	6th Cycle	Not Yet Started	The City has not yet adopted affordability requirements tied to ADU incentives and will evaluate options in future updates.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Encourage development of income-restricted ADUs across income categories	12/31/2026	6th Cycle	Not Yet Started	No deed-restricted ADUs have been completed under this program to date.	Units	0	N/A
H-T Illegal Housing Units	Respond to complaints regarding illegal housing units and enforce applicable regulations	12/31/2031	6th Cycle	Continuous	The City continues to respond to complaints and enforce regulations related to illegal housing units through code enforcement processes.	Other	1	https://www.cityofsthelena.gov/264/Code-Enforcement
H-T Illegal Housing Units	Provide technical and financial assistance to bring units into compliance	12/31/2031	6th Cycle	In Progress	The City works with property owners on a case-by-case basis to bring units into compliance. No financial assistance has been provided to date.	Units	0	N/A

H-U Place-based Density Increases	Implement SB 9 provisions and adopt incentives for small-scale residential development	12/31/2024	6th Cycle	Completed	The City has implemented SB 9 consistent with State law and updated local procedures to allow lot splits and duplex development.	Other	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Encourage SB 9 projects during the planning period	12/31/2031	6th Cycle	Continuous	The City continues to process SB 9 applications; activity has been limited but ongoing.	Units	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Provide informational materials regarding SB 9 opportunities	12/31/2031	6th Cycle	Continuous	The City provides SB 9 information through its website and public materials.	Other	1	https://sthelena.municipal.codes/Code/
H-V Multi-unit Development in Low-Density Higher-income Area	Maintain and publish housing sites inventory	10/23/2024	6th Cycle	Completed	The City published the Housing Element sites inventory following adoption.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-V Multi-unit Development in Low-Density Higher-income Area	Facilitate development of infill and multi-unit housing projects	12/31/2026	6th Cycle	Continuous	The City continues to process projects including the 40-unit Fountain Street development and Spring Grove project, supporting infill housing production.	Units	1	https://www.cityofsthelena.gov/230/Planning-Projects
H-V Multi-unit Development in Low-Density Higher-income Area	Explore incentives to encourage development in higher-resource areas	12/31/2026	6th Cycle	Completed	The City continues to evaluate incentives through zoning updates and housing programs.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-W Missing Middle Housing	Revise zoning to support missing middle housing types	12/31/2026	6th Cycle	Completed	Zoning updates adopted in 2023 allow duplexes and expanded residential flexibility.	Other	1	https://sthelena.municipal.codes/Code/
H-W Missing Middle Housing	Encourage development of missing middle housing and diverse housing types	12/31/2026	6th Cycle	Continuous	The City continues to support a range of housing types through zoning and project review; no specific missing middle developments have been completed to date.	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-X Condominium Conversion	Update condominium conversion regulations and preserve rental housing stock	12/31/2026	6th Cycle	Completed	The City maintains regulations limiting conversions and will update policies to remove vacancy rate linkage.	Other	1	https://sthelena.municipal.codes/Code/
H-Y Affordable Housing Impact Fee	Administer affordable housing impact fee program and support affordable housing development	12/31/2031	6th Cycle	Continuous	On December 10, 2024, the City Council approved updates to the Housing Impact Fees. The City continues to collect and allocate impact fees to support affordable housing development.	Units	0	N/A

H-Z At-Risk Assisted Affordable Housing Units	Monitor and preserve at-risk affordable housing units	12/31/2031	6th Cycle	Continuous	The City contracts with the Napa County Housing Authority to monitor and administer restricted units within the City. We are in continual contact with the Housing Authority and property owners regarding restricted units.	Units	0	N/A
H-AA Vacation Rentals	Regulate and limit conversion of housing units to vacation rentals	12/31/2031	6th Cycle	Continuous	The City adopted a Comprehensive Zoning Code Update on October 24, 2023 that continues to restrict short-term rentals within the City.	Other	1	https://sthelena.municipal.codes/Code/
H-BB Special Housing Needs Rehabilitation Program	Pursue funding for housing rehabilitation programs	12/31/2031	6th Cycle	Continuous	Ongoing task. The City was awarded \$500,000 in HOME funds in 2020. Marketing and outreach efforts have begun. To date, the City has expended or committed approximately \$170,817 of these funds to assist low-income homeowners and continues to roll out funds as loans are repaid.	Units	0	N/A
H-CC Annual Progress Report	Prepare and submit Annual Progress Reports	12/31/2031	6th Cycle	Continuous	The City submits their Annual Progress Report prior to April 1st each year as evidenced herein.	Other	1	See this APR
H-DD Revenue Generation for Affordable Housing	Support the development or preservation of five extremely low- or very low-income units Address the lack of affordable housing types in the city	12/31/2031	6th Cycle	Continuous	Ongoing task.	Units	0	N/A
H-EE Reduced Fees for Affordable Housing	Reduce fees for 30 extremely-low or very low- income units Address the lack of affordable housing types in the city	12/31/2026	6th Cycle	Continuous	The City regularly reduces fees and provides funding for affordable housing projects. Since 2016, the City committed substantial amounts of Affordable Housing Trust Fund monies (approximately \$2,450,000) to three different affordable housing projects, anticipated to result in the construction and/or occupancy of 21 new affordable housing units in St. Helena. .	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-FF Extremely Low-Income Units	Support the development or preservation of six housing units affordable to extremely low-income households during the planning period	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to support affordable housing development through regulatory incentives and coordination with developers.	Units	0	N/A

H-FF Extremely Low-Income Units	Address the lack of affordable housing types in the city, including housing affordable to extremely low-income households	12/31/2031	6th Cycle	Continuous	Zoning updates and project approvals have expanded opportunities for multifamily and affordable housing development, contributing to a broader range of housing types.	Units	0	N/A
H-GG Affordable Homeownership	Research and identify potential funding sources to support a homeownership assistance program	12/31/2026	6th Cycle	Continuous	Ongoing task. The City continues to monitor State, federal, and regional funding opportunities that could support future homeownership assistance programs. A dedicated funding source has not yet been secured.	Other	0	N/A
H-GG Affordable Homeownership	Collect and publicize information on existing homeownership assistance programs available to lower- and moderate-income households	12/31/2025	6th Cycle	Continuous	The City provides information through its website and public materials regarding available housing programs	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-GG Affordable Homeownership	Conduct up to two multilingual outreach events focused on homeownership opportunities in targeted areas of the city	12/31/2026	6th Cycle	Not Yet Started	The City has not yet conducted targeted multilingual outreach events related to homeownership programs.	Meetings	0	N/A
H-GG Affordable Homeownership	Assist three lower- or moderate-income households in transitioning from rental housing to homeownership	12/31/2026	6th Cycle	Not Yet Started	The City has not yet implemented a homeownership assistance program or facilitated transitions under this objective.	Households	0	N/A
H-GG Affordable Homeownership	Address the lack of affordable homeownership opportunities in the city	12/31/2026	6th Cycle	In Progress	The City continues to evaluate opportunities to expand access to homeownership through partnerships and funding programs.	Other	0	N/A
H-HH Additional Funding	Explore new funding sources every two years to support housing for lower- and moderate-income households and special needs populations	12/31/2031	6th Cycle	Continuous	The City, in coordination with the Napa Housing Authority, administers an Owner-Occupied Rehabilitation Program funded through State HOME funds. The program provides no-interest loans to income-qualified homeowners for health, safety, accessibility, and energy efficiency improvements, along with application and construction support services.	Households	1	https://www.cityofsthelena.gov/269/HOME-Loan-Program

H-HH Additional Funding	Address the lack of affordable housing types in the city through identification of new funding opportunities	12/31/2031	6th Cycle	Continuous	Ongoing task.The City continues to pursue funding opportunities that may support the development of a broader range of affordable housing types.	Other	0	N/A
H-II Section 8 Subsidies	Provide informational materials regarding Housing Choice Voucher programs on the City website	12/31/2031	6th Cycle	Completed	The City continues to coordinate with the Housing Authority to support rental assistance programs and identify opportunities for increased participation.	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-II Section 8 Subsidies	Address the lack of affordable housing types through support of rental assistance programs	12/31/2031	6th Cycle	Continuous	Information regarding rental assistance programs is available on the City's website and through public materials.	Households	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-JJ Housing Coordinator	Meet with partner jurisdictions to explore options for a shared Housing Coordinator	12/31/2026	6th Cycle	In Progress	Ongoing task. The City will initiate coordination with regional partners to explore opportunities for shared housing resources; formal agreements have not yet been established.	Meetings	0	N/A
H-JJ Housing Coordinator	Identify and secure funding to establish a shared Housing Coordinator position	12/31/2026	6th Cycle	In Progress	The City continues to evaluate funding options to support a regional housing coordination role.	Other	0	N/A
H-KK Farmworker Housing Needs	Support local and regional efforts to develop farmworker housing	12/31/2026	6th Cycle	Continuous	The City is in frequent contact with local affordable housing developers to help facilitate additional affordable housing including farmworker housing and will continue to do so throughout the planning period.	Other	0	N/A
H-KK Farmworker Housing Needs	Assist in the development of one farmworker housing project during the planning period	12/31/2031	6th Cycle	In Progress	No farmworker housing project has been completed to date; the City continues to support potential opportunities.ng.	Units	0	N/A
H-KK Farmworker Housing Needs	Address the lack of farmworker housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to monitor and support development opportunities for farmworker housing.	Other	0	N/A

H-LL Special Needs Housing Opportunities	Encourage development of housing units accessible to persons with disabilities and seniors	12/31/2031	6th Cycle	Continuous	The City applies State and federal accessibility requirements, including ADA and CBC standards, to all new multifamily residential development. Recent projects incorporate accessibility features consistent with these requirements, thereby increasing the supply of accessible housing units.	Units	0	N/A
H-LL Special Needs Housing Opportunities	Address the lack of accessible and special needs housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to support development of housing accessible to a range of populations.	Units	0	N/A
H-MM Housing Information Transparency	Maintain a digital housing information database in compliance with State law	12/31/2024	6th Cycle	Completed	The City launched a new website in February 2024 that includes required housing information and is accessible and translatable.	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-MM Housing Information Transparency	Update housing information within required timeframes and provide multilingual access	12/31/2031	6th Cycle	Continuous	The City continues to update housing information on its website and maintain accessibility features	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-NN Funding for New Special Housing Needs	Encourage development of housing accessible to seniors and persons with disabilities	12/31/2031	6th Cycle	Continuous	The City supports development of accessible housing through regulatory compliance and project facilitation.	Other	0	N/A
H-NN Funding for New Special Housing Needs	Pursue funding to support construction and rehabilitation for lower-income households and seniors	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities as notices of funding availability are released.	Units	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Identify funding and engage property owners to convert units to extremely low-income housing	12/31/2031	6th Cycle	In Progress	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Other	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Assist in conversion of two units to extremely low-income housing	12/31/2031	6th Cycle	Not Yet Started	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Units	0	N/A
H-PP Surplus and Excess Public Land	Maintain inventory of surplus public land and comply with Surplus Land Act requirements	12/31/2023	6th Cycle	Completed	The City maintains and publishes surplus land information and completed the Surplus Lands Act process for multiple sites.	Other	1	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-PP Surplus and Excess Public Land	Facilitate development of surplus sites for housing	12/31/2031	6th Cycle	In Progress	The City is advancing disposition of sites including 1480 Main Street and Railroad Avenue properties for potential housing development.	Units	0	N/A

N/A	Ensure compliance with CalGreen throughout the planning period	12/31/2031	6th Cycle	Continuous	The City enforces CALGreen requirements through building permit review and updates local codes as part of the regular building code adoption cycle.	Other	0	N/A
H-RR Alternative Energy Technologies	Encourage alternative energy technologies in new and existing development	12/31/2026	6th Cycle	Continuous	The City continues to allow and support installation of EV charging and gray water systems through permitting and incentives.	Other	0	N/A
H-RR Alternative Energy Technologies	Explore additional incentives for solar and energy systems	12/31/2026	6th Cycle	Continuous	In 2024-2025, the City implemented an "energy-friendly permit sale" for EV charging stations and gray water systems, including fee waivers and rebates.	Other	0	N/A
H-SS Alternative Energy Technology Information	Provide information on energy conservation and alternative energy technologies	12/31/2023	6th Cycle	Completed	The City's newly designed website launched in February 2024 contains information related to energy conservation, etc. This information is also available at City Hall.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-TT Cost-Effective Energy Conservation	Promote long-term affordability Adopt updated State energy efficiency and building code standards, as necessary, throughout the planning period	12/31/2026	6th Cycle	Completed	The City continues to adopt State energy efficiency and building code standards through regular code update cycles.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Identify and procure funding to support energy conservation measures	12/31/2031	6th Cycle	Continuous	The City continues to explore and implement funding programs that support energy efficiency improvements.	Other	0	N/A
H-UU Energy Conservation Measures	Provide information on energy assistance programs	12/31/2024	6th Cycle	Completed	Information on energy programs is available through the City website and public materials.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Assist three households with energy conservation measures	12/31/2031	6th Cycle	Completed	In 2024, the City implemented an incentive program providing rebates for EV charging and gray water systems.	Households	3	https://www.cityofsthelena.gov/DocumentCenter/View/3428/EV-REBATE-FLYER-JPG?bidId=
H-VV Water Conservation	Reduce water consumption associated with new residential development through application of water efficiency standards	12/31/2031	6th Cycle	Continuous	The City continues to require compliance with water efficiency standards through its municipal code, including implementation of water-neutral development requirements and applicable conservation measures.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/764/St-Helena-Water-Neutral-Policy-for-Development-PDF

H-VV Water Conservation	Require water-efficient landscaping consistent with State and local regulations	12/31/2031	6th Cycle	Continuous	The City applies the Model Water Efficient Landscape Ordinance (MWELO) requirements to applicable projects to ensure water-efficient landscaping is incorporated into new development.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/6043/RESIDENTIAL-BUILDING-CHECKLIST-NEW-ADDITIONS-REMODELS-2026-PDF?bidId=
H-WW Affirmatively Furthering Fair Housing	Coordinate annual meetings with jurisdictions and fair housing providers to promote fair housing opportunities and identify funding strategies	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to coordinate with regional partners and fair housing organizations to support fair housing efforts and explore funding opportunities.	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Provide bilingual services and ensure materials are available in Spanish, including information on translation services	12/31/2031	6th Cycle	Completed	The City's website and materials are available in multiple languages, and translation functionality is incorporated into the City's digital platforms. The City has several bilingual staff members available to provide translation services across departments.	Persons	1	https://www.cityofsthelena.gov/
H-WW Affirmatively Furthering Fair Housing	Facilitate development of multifamily housing in the western portion of the city through provision of information and incentives	12/31/2031	6th Cycle	Continuous	Ongoing task. The City is recently approved the Sprin Grove 41-unit townhome project in the western portion of the city under SB 330, which includes affordable units and contributes toward this objective.	Units	41	https://www.cityofsthelena.gov/797/PL24-065-1447-1505-1515-Spring-St--Sprin
H-WW Affirmatively Furthering Fair Housing	Ensure new multifamily and ADU development complies with accessibility requirements under State and federal fair housing laws	12/31/2027	6th Cycle	Continuous	The City applies ADA, CBC, and Fair Housing Act requirements to all new residential development	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Recruit and retain a diverse and multilingual workforce within City staffing	12/31/2031	6th Cycle	Continuous	The City continues to recruit for positions as they become available and encourages diversity in hiring practices.	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with transportation providers to improve accessibility of paratransit services	12/31/2025	6th Cycle	In Progress	The City participates in regional transportation coordination through Napa Valley Transportation Authority (NVTA) Technical Advisory Committee (TAC) meetings. While the City is not currently implementing specific accessibility initiatives in coordination with NVTA, participation in these meetings provides a forum to stay informed on regional transportation planning efforts and identify future opportunities	Meetings	0	N/A

H-WW Affirmatively Furthering Fair Housing	Coordinate with Napa County on ADA transition planning to improve accessibility of public facilities and programs	12/31/2025	6th Cycle	In Progress	The City has not yet engaged in a formal coordination effort with Napa County specific to ADA self-evaluation or transition planning. The City will continue to coordinate with regional partners as opportunities arise to support accessibility improvements.	Other	1	https://www.cityofsthelena.gov/322/ADA-Transition-Plan
H-WW Affirmatively Furthering Fair Housing	Prioritize capital improvement projects that support housing and infrastructure in the southeastern portion of the city	12/31/2031	6th Cycle	In Progress	The City has not yet established a formal prioritization framework for capital improvement projects specific to this objective. Capital projects are evaluated through existing budgeting and planning processes; however, a programmatic approach tied to Housing Element goals has not been implemented to date.	Other	0	N/A
H-XX Fair Housing Provider	Provide funding to Fair Housing Napa Valley to support fair housing services	12/31/2031	6th Cycle	Continuous	Ongoing task. The City's budget provides \$25,000 annually for Fair Housing Napa Valley. The City also budgets another \$1,500 for an Annual Presentation.	Other	1	https://napafairhousing.org/
H-XX Fair Housing Provider	Provide multilingual tenant rights and fair housing information to the public	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Persons	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-XX Fair Housing Provider	Conduct at least one multilingual outreach event related to fair housing	12/31/2025	6th Cycle	Not Yet Started	The City has not yet conducted an outreach event.	Meetings	0	N/A
H-XX Fair Housing Provider	Provide access to fair housing resources through the City website	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-YY Replacement Program	Require replacement of any affordable housing units lost due to new development	12/31/2024	6th Cycle	Continuous	The 2023 Zoning Code Update requires replacement of existing housing units as part of redevelopment projects and enforces affordability requirements consistent with State law.	Other	0	N/A
H-YY Replacement Program	In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development	12/31/2031	6th Cycle	Continuous	Updated zoning regulations require compliance with minimum density standards and affordability provisions for new development.	Other	0	N/A
H-ZZ Lot Consolidation	Maintain and publish inventory of potential lot consolidation sites	12/31/2031	6th Cycle	Completed	The City has published the housing sites inventory on its website and continues to maintain and update it annually.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031

Jurisdiction	Saint Helena		
Reporting Period	2025	(Jan. 1 - Dec. 31)	
Planning Period	6th Cycle	01/31/2023 - 01/31/2031	

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here :
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									

LEMENT PROGRESS REPORT

ement Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-c

Table F2

ove Moderate Income Units Converted to Moderate Income Pursu

ie planning agency may include the number of units in an existing multifamily builc
nit. Before adding information to this table, please ensure housing developments |

Unit Types		Affordability by House		
2	3			
Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted
		0	0	0

calculation formulas

ant to Government Code section 65400.2

ding that were converted to deed-restricted rental housing for moderate-income households b
meet the requirements described in Government Code 65400.2(b).

[illegible]

by the imposition of affordability covenants and	
d Moderate IA	Notes
	6
<u>Date Converted</u>	<u>Notes</u>

Table must contain an inventory of excess lands the reporting owns	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

GRESS REPORT

Implementation

plus Sites

[illegible]

Jurisdiction	Saint Helena		
Reporting Period	2025	(Jan. 1 - Dec. 31)	
Planning Period	6th Cycle	01/31/2023 - 01/31/2031	

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note:
Cells in gre

Table J												
Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Se												
Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SH - Student Housing)	Date	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income
Summary Row: Start Data Entry Below												

Jurisdiction	Saint Helena	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Local governments are required to inform HCD about any local tenant preference ordinance Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

IAL ELEMENT PROGR

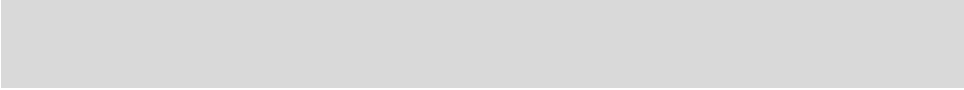
Table K
Tenant Preference
ce the local government maintains v
ig a tenant preference are required
more than 90 days after the ordinanc



RESS REPORT

e Policy

when the jurisdiction submits their annual progress report on housing to create a webpage on their internet website containing authorizing ce becomes operational.



g approvals and production, per Government
local ordinance and supporting materials, no

e needs to be completed with any sites within
 o that were newly added to a National, State, or
 f historic places within the reporting year. If
 ik.

T PROGRESS REPORT

ent Implementation

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al Resources

[illegible]

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Notes
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4

Notes

[illegible]

[illegible]

Jurisdiction	Saint Helena
Reporting Year	2025

Please update the status of the proposed uses listed in

Total Award Amount	\$
---------------------------	----

Task	\$ Amount Awarded
Issue Request for Proposals	\$0.00
Select Consultant	\$0.00
Execute Contract	\$0.00
Public Workshop	\$5,000.00
Study Session with Planning Commission	\$5,000.00
Study Session with City Council	\$5,000.00
Prepare Administrative Draft Housing Element	\$19,500.00
Prepare Draft CEQA Document	\$19,500.00
Public Review CEQA Document	\$5,000.00
Submit Draft Housing Element to HCD for Review	\$0.00
Planning Commission Hearing	\$3,000.00

City Council Adoption	\$3,000.00
-----------------------	------------

Summary of entitlements, building permits, and certificate of occupancy

Completed Entitlement
Income Level
Acutely Low
Extremely Low
Very Low
Low
Moderate
Above Moderate
Total Units

Building Permit
Income Level
Acutely Low
Extremely Low
Very Low
Low
Moderate
Above Moderate
Total Units

Certificate of Occupancy
Income Level
Acutely Low
Extremely Low
Very Low
Low

Moderate
Above Moderate
Total Units

(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROG

Local Early Action Planning (

(CCR Title 25 §6

n the entity's application for funding and the corresponding impact on housing within the region	
65,000.00	Total award

\$ Cumulative Reimbursement Requested	
\$0.00	
\$0.00	
\$0.00	
\$5,000.00	
\$5,000.00	
\$5,000.00	
\$19,500.00	
\$19,500.00	
\$5,000.00	
\$0.00	
\$3,000.00	

\$3,000.00	
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ates of occupancy (auto-populated from Table A2)

lement Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	20
Non-Deed Restricted	0
Deed Restricted	20
Non-Deed Restricted	0
Deed Restricted	8
Non-Deed Restricted	0
	33
	81

mits Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	1
Non-Deed Restricted	3
Deed Restricted	7
Non-Deed Restricted	3
Deed Restricted	2
Non-Deed Restricted	3
	5
	24

cupancy Issued by Affordability Summary	
come Level	Current Year
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	4
Deed Restricted	0
Non-Deed Restricted	4

Deed Restricted	0
Non-Deed Restricted	5
	4
	17

RESS REPORT (LEAP) Reporting (202)

or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 15-26. The amount is auto-populated based on amounts entered in rows 15-26.

Task Status	Other Funding
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund
Completed	Local General Fund

Completed	Local General Fund
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on 50515.02 or 50515.03, as applicable.

Notes



Jurisdiction	Saint Helena	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	104	-	-	-	1	-	-	-	-	-	-	5	99
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Low	Deed Restricted	59	-	-	-	7	-	-	-	-	-	-	11	48
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Moderate	Deed Restricted	26	-	-	-	2	-	-	-	-	-	-	6	20
	Non-Deed Restricted		-	-	1	3	-	-	-	-	-	-		
Above Moderate		67	11	8	12	5	-	-	-	-	-	-	36	31
Total RHNA		256												
Total Units			11	8	15	24	-	-	-	-	-	-	58	198

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Saint Helena							
Reporting Year	2025	(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	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
H-A Available Site Inventory	Identify and rezone a minimum of 14 acres to HDR (20–28 du/ac) to accommodate lower-income RHNA	1/31/2024	6th Cycle	Completed	City Council adopted zoning map amendments on April 23, 2024 to implement Housing Element sites inventory and accommodate lower-income RHNA pursuant to Gov. Code §65583.2(h)	Units	156	https://www.cityofsthelena.gov/243/Zoning-Information
H-A Available Site Inventory	Ensure by-right approval for projects with ≥20% lower-income units in accordance with State Housing Element law and objective standards	10/24/2023	6th Cycle	Completed	As part of the Comprehensive Zoning Code Update adopted October 24, 2023, the City implemented by-right approval for qualifying multifamily residential developments consistent with Government Code §65583.2(h) and (i). (Outcome measured= policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-A Available Site Inventory	Incorporate Affirmatively Furthering Fair Housing (AFFH) principles into site selection and housing planning efforts
H-A Available Site Inventory	Maintain an ongoing inventory of adequate sites suitable for residential development across all income levels, including periodic updates to reflect development activity and site availability

12/31/2031

12/31/2031

6th Cycle	Completed	In identifying and rezoning housing opportunity sites, the City incorporated Affirmatively Furthering Fair Housing (AFFH) principles by prioritizing sites in higher-opportunity areas and reducing concentrations of lower-income households in the eastern portion of the city. This approach is reflected in both the adopted Housing Element and ongoing implementation efforts, including site monitoring and development facilitation. (Outcome measured= policy)	Other	1
6th Cycle	Continuous	The City continues to maintain an inventory of residentially zoned and mixed-use sites consistent with the adopted Housing Element. Sites identified in the Housing Element remain available and suitable for residential development and are not subject to constraints that would preclude development at planned densities. (Outcome measured= inventory)	Other	0

<https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF>

<https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF>

H-A Available Site Inventory	Facilitate development of identified opportunity sites, including projects such as the Hunter Subdivision	12/31/2025	6th Cycle	In Progress	The City is actively facilitating development of identified Housing Element sites, including the Hunter Subdivision. The Planning Commission approved the Tentative Subdivision Map on June 26, 2023 (Resolution 2023-69). The Final Map has been submitted and is currently under City review, and associated improvement agreements are being processed. As of this reporting period, design review entitlements and building permit applications have not yet been submitted. This project represents progress toward implementation of the sites inventory and lower-income housing production goals.	Units	51	https://www.cityofsthelena.gov/DocumentCenter/View/2840/Signed-Reso-2023-69-Approving-Tentative-Subdivision-Map-6-26-23-PDF
H-B Growth Management System	Remove the City's Growth Management System to eliminate constraints on housing production and ensure compliance with State housing law, including SB 330	10/24/2023	6th Cycle	Completed	The City removed the Growth Management System through the 2023 Zoning Code Update in compliance with SB 330, eliminating a constraint on housing production. (Outcome measured=policy)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-C Water and Sewer Access	Establish procedures to prioritize water and sewer service allocation for affordable housing developments	12/31/2025	6th Cycle	Continuous	The City continues to coordinate with utility providers and internal departments to establish procedures that prioritize water and sewer service allocation for affordable housing developments. While formal procedures have not yet been adopted, ongoing coordination efforts are underway to ensure future compliance with this program and to support timely infrastructure access for qualifying projects.	Other	0	N/A

H-C Water and Sewer Access	Provide water and sewer providers with adopted Housing Element and required documentation	11/1/2023	6th Cycle	Completed	The City provided the adopted Housing Element and required documentation to water and sewer providers following certification in September 2023.	Other	1	N/A
H-D Road and Utility Improvement Coordination	Coordinate infrastructure planning and capital improvement programming to support housing development, including lower-income housing	12/31/2031	6th Cycle	Continuous	The City reviews infrastructure capacity and constraints through the development review process for residential projects, including those that provide housing for lower-income households. Planning and Public Works coordinate on a project-specific basis to identify required improvements and applicable conditions of approval. The City will continue to evaluate opportunities to improve coordination between departments and to consider infrastructure needs in relation to Housing Element opportunity sites, consistent with Government Code §65583(c)(2). (Outcome measured = programs)	Other	0	N/A
H-D Road and Utility Improvement Coordination	Implement infrastructure improvements that facilitate development of Housing Element sites	12/31/2031	6th Cycle	In Progress	The Mills Lane realignment project is currently underway and is expected to improve access and infrastructure capacity for nearby Housing Element sites, including those along Fountain Street. This project demonstrates ongoing implementation of infrastructure improvements to support housing development. (Outcome measured = infrastructure)	Other	1	https://www.cityofsthelena.gov/490/CIP-Interactive-Dashboard

H-E Streamline Special Needs Housing	Implement streamlined, ministerial approval processes for qualifying residential development consistent with State law	12/31/2031	6th Cycle	Completed	The City implemented streamlined ministerial review through the 2023 Zoning Code Update, allowing multifamily housing by right where objective standards are met. (outcome measured = regulatory)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-E Streamline Special Needs Housing	Evaluate and address constraints affecting special needs housing populations, including supportive and transitional housing	12/31/2031	6th Cycle	In Progress	The City has implemented zoning changes to reduce constraints on housing development and will formally re-evaluate constraints on special needs housing production in 2026, consistent with the Housing Element schedule. (Outcome measured = Study)	Other	1	N/A
H-F Municipal Code Updates	Amend the Municipal Code to ensure compliance with State housing laws, including ADU, density bonus, and supportive housing requirements	10/24/2023	6th Cycle	Completed	The Comprehensive Zoning Code Update incorporated numerous amendments to ensure compliance with State housing laws, including provisions related to accessory dwelling units, density bonus, and supportive housing. These changes reduce regulatory constraints and align City policies with State requirements. (outcome measured = Ordinance)	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-G Safety Element Update	Update Safety Element to address fire, flood, climate adaptation, and evacuation routes	12/13/2024	6th Cycle	Completed	The City adopted its updated Public Health, Safety, and Noise Element concurrently with the 6th Cycle Housing Element on May 9, 2023. The update incorporates wildfire risk, flood hazards, climate adaptation strategies, and evacuation route analysis consistent with SB 99 and AB 747 requirements. (Outcome measured = Policy)	Other	1	2040 General Plan Update

H-H Workforce and Farmworker Housing	Identify and implement regulatory and financial incentives to encourage workforce and farmworker housing development, including density bonuses, fee reductions, and streamlined processes	12/31/2025	6th Cycle	Continuous	The City has implemented regulatory incentives through the 2023 Zoning Code Update, including reduced parking requirements, flexible standards, and streamlined review. The City has also supported affordable projects through fee waivers. A formal workforce/farmworker program has not yet been adopted; additional policy development is planned.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-H Workforce and Farmworker Housing	Encourage development of workforce and farmworker housing units	12/31/2031	6th Cycle	In Progress	The City has approved and issued a Certificate of Occupancy for a 10-unit affordable housing project at 951/963 Pope Street and is processing a 40-unit affordable project at 0 Fountain Street. These projects contribute to workforce housing production. No dedicated farmworker housing has been completed to date.	Units	0	N/A
H-I ADU Workforce Housing Incentive Program	Establish ADU incentive program including pre-approved plans and outreach	12/31/2025	6th Cycle	Continuous	In 2025, the City published a Pre-Approved ADU Plans Gallery on its website, including affordable-by-design plans intended to reduce design and permitting costs. Staff developed informational handouts and coordinated with the City's Public Information Officer to publicize the program and increase community awareness; however, outreach to date has primarily been passive, and while these efforts improve access to ADU resources, additional targeted outreach may be needed to fully achieve program objectives..	Other	0	N/A

H-I ADU Workforce Housing Incentive Program	Encourage ADU production consistent with Housing Element goals	12/31/2031	6th Cycle	Continuous	The City continues to process ADU applications ministerially in compliance with State law and promotes ADU development through outreach and technical assistance. ADU production is tracked annually through building permit activity.	Units	11	See ADU counts in 2025 APR
H-J Non-traditional Housing Types	Evaluate zoning constraints on non-traditional housing types	12/31/2025	6th Cycle	Continuous	The City Council has expressed an interest in reviewing housing needs Citywide on an ongoing basis. The Comprehensive Zoning Code update adopted on October 24, 2023 made a number of changes to facilitate housing including reduced setbacks, parking reductions and permitting multi-family residential as a by right use in the Medium Density Residential District. Further, a majority of the City's residential land is designated as Medium Density Residential, allowing conversion of existing SFD to MFD at a density of 5.1-16 units per acre.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information
H-J Non-traditional Housing Types	Amend zoning to support non-traditional housing types	12/31/2026	6th Cycle	Continuous	The Zoning Code Update implemented changes that support increased housing diversity, including flexible development standards and expanded by-right residential uses. Further refinements will be considered as needed.	Other	0	https://www.cityofsthelena.gov/243/Zoning-Information

H-K Non-vacant Sites	Engage property owners of non-vacant sites to discuss development potential	12/31/2026	6th Cycle	Continuous	In conjunction with the Housing Element outreach, the City conducted outreach to property owners of identified non-vacant Housing Element sites to discuss redevelopment potential, site constraints, and available incentives. This effort supports redevelopment of sites identified for lower-income housing capacity. (Outcome measured = outreach)	Other	0	N/A
H-K Non-vacant Sites	Adopt policies and incentives to encourage development of non-vacant sites included in the sites inventory as lower income capacity	12/31/2024	6th Cycle	Completed	The City implemented incentives for non-vacant Housing Element sites through the 2023 Comprehensive Zoning Code Update and subsequent rezoning to High Density Residential. These actions included increased allowable density, reduced development constraints, and streamlined approval processes. These incentives have supported redevelopment of identified sites, including Site 9 (Spring Grove), which has been entitled for residential development.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-L City-owned Sites	Comply with Surplus Land Act and make sites available for affordable housing	1/22/2024	6th Cycle	Completed	The City has had active communication with local affordable housing developers throughout the 6th Cycle Housing Element Update process and continues that communication currently. On January 22, 2024, the City issued a Notice of Availability to sell/lease surplus property pursuant to California Government Code Section 54220, et seq. for Housing Opportunity Sites 1 & 2. The City has completed the Surplus Lands Act process for three City-owned sites, 1480 Main St. and 1572-1574 Railroad Ave. and is currently in the final stages of discussions with City Council on releasing these sites for sale, which will include affordable housing on the Railroad Ave. site.	Other	2	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-M Incentives for Lower-cost Housing Types	Encourage the development of 20 lower income units during the planning period	10/24/2023	6th Cycle	Continuous	The City facilitated approval of the 40-unit Fountain Street affordable rental housing project in 2025. The project includes deed-restricted affordable units and exceeds the program target of 20 lower-income units during the planning period. This approval demonstrates implementation of the City's regulatory incentives and development facilitation efforts for lower-cost housing types.	Units	40	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho

H-M Incentives for Lower-cost Housing Types	Evaluate and study potential incentives to encourage development of attached market-rate housing units, including zoning, development standards, and financial mechanisms, by 2027
H-M Incentives for Lower-cost Housing Types	Address the lack of diverse and affordable housing types in the City by supporting development of a range of housing options, including smaller units, multifamily housing, and affordable rental units

12/31/2027	6th Cycle	In Progress	The City has initiated implementation through the 2023 Comprehensive Zoning Code Update, which introduced reduced setbacks, parking reductions, and expanded allowances for multifamily and attached housing types. While a focused study specific to attached market-rate incentives has not yet been completed, the regulatory changes adopted to date establish a strong foundation for supporting such housing types. Additional evaluation and policy development will be conducted to fully implement this objective.	Other	0	https://www.cityofsthelena.gov/243/Zoning-I
	6th Cycle	In Progress	The City has expanded opportunities for diverse housing types through the 2023 Comprehensive Zoning Code Update, which allows greater flexibility for multifamily and attached housing and reduces development constraints. The approval of the 40-unit affordable housing project at 0 Fountain Street provides a significant addition to the City's supply of affordable rental housing and represents meaningful progress toward addressing the lack of affordable housing types.	Units	0	https://www.cityofsthelena.gov/780/PL24-059-0-Fountain-Street--Workforce-Ho
12/31/2031						

H-N Zoning to Facilitate Higher Density Housing	Amend the Zoning Code to facilitate higher density housing, including increased lot coverage, height limits, reduced parking requirements, and allowance of duplexes and triplexes in the MR zone	12/31/2026	6th Cycle	Completed	The City adopted a comprehensive Zoning Code Update on October 24, 2023, which implemented key provisions consistent with this program, including reduced parking requirements, expanded multifamily allowances, and objective standards to facilitate higher density residential development. These changes removed constraints and aligned zoning with Housing Element goals.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Allow minor administrative modifications to development standards to provide flexibility for residential development	10/24/2023	6th Cycle	Completed	The 2023 Zoning Code Update established administrative approval processes for minor modifications to development standards, allowing increased flexibility without requiring discretionary review.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-N Zoning to Facilitate Higher Density Housing	Encourage development of 30 multifamily units in HR and MR zones during the planning period	12/31/2026	6th Cycle	Completed	The City has facilitated multifamily housing through zoning changes and project approvals, including entitled and proposed projects such as Pope Street Workforce Housing, Spring Grove and 0 Fountain Street. These projects contribute toward the program target and demonstrate ongoing progress in enabling higher density housing.	Units	91	https://www.cityofsthelena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-N Zoning to Facilitate Higher Density Housing	Promote land use patterns that reduce geographic concentrations of lower-income households and expand housing opportunities in higher-resource areas	12/31/2026	6th Cycle	Completed	The City's zoning amendments and site selection strategy emphasize housing development in higher-resource areas, including the western portion of the city, consistent with AFFH requirements. These actions support more equitable distribution of housing opportunities.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information

H-0 Exemptions from the Minimum Density	Amend zoning regulations to prohibit exemptions from minimum density requirements on housing sites	12/31/2026	6th Cycle	Completed	The City adopted a Comprehensive Zoning Code Update on October 24, 2023. Minimum density standards were codified to ensure efficient use of land and compliance with Housing Element requirements.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-0 Exemptions from the Minimum Density	Support development patterns that promote equitable distribution of housing opportunities	12/31/2026	6th Cycle	Completed	The City continues to apply Housing Element policies during project review to ensure sites are developed at appropriate densities and consistent with AFFH objectives.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Amend zoning regulations to establish development standards for mixed-use projects	12/31/2026	6th Cycle	Completed	The Zoning Code Update expanded mixed-use allowances and streamlined approval processes in applicable districts.	Other	1	https://www.cityofsthelena.gov/243/Zoning-Information
H-P Mixed-use Development Types	Encourage development of housing units within mixed-use projects	12/31/2031	6th Cycle	Continuous	The City supports mixed-use development through zoning flexibility and project review; however, no mixed-use housing projects have been completed to date under this program.	Units	0	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-P Mixed-use Development Types	Explore incentives to encourage employer-provided housing and mixed-use residential development	12/31/2026	6th Cycle	Continuous	The City continues to evaluate potential incentives, including fee reductions and streamlined processing, through ongoing Housing Element implementation.	Other	0	N/A
H-P Mixed-use Development Types	Address lack of diverse housing types through mixed-use development opportunities	12/31/2026	6th Cycle	Continuous	The City continues to support mixed-use zoning strategies that allow residential units in commercial areas, expanding housing options.	Other	1	https://sthelena.municipal.codes/Code/
H-Q Direct Assistance for ADU Development	Provide direct financial incentives to support the development of up to 10 accessory dwelling units during the planning period	12/31/2025	6th Cycle	Not Yet Started	The City has not yet established or implemented a direct financial assistance program for ADU development. Potential funding sources and program structure have not been finalized. The City anticipates evaluating options for implementation during this cycle.	Units	0	N/A

H-Q Direct Assistance for ADU Development	Evaluate and identify additional financial incentives for ADU development by 2025	12/31/2025	6th Cycle	In Progress	The City has not completed a formal evaluation of additional financial incentives for ADU development. This effort remains outstanding and will need to be addressed to meet program commitments.	Other	0	N/A
H-Q Direct Assistance for ADU Development	Provide informational materials and technical assistance regarding ADU development to approximately 30 households, with a focus on lower-density areas in the western portion of the city	12/31/2025	6th Cycle	In Progress	The City has made ADU information available through its website and newsletters, including the publication of a Pre-Approved ADU Plans Gallery in 2025. Outreach efforts to date have been limited to passive information sharing, and the City has not yet conducted targeted outreach or tracked engagement toward the program goal of assisting 30 households.	Households	0	N/A
H-Q Direct Assistance for ADU Development	Address the lack of affordable housing types in the city through facilitation of ADU development	12/31/2026	6th Cycle	Not Yet Started	The City continues to implement ADU regulations consistent with State law. While ADU development is permitted and supported through regulatory compliance, no units have been produced through a City-sponsored incentive program under this objective to date.	Units	0	N/A
H-R Place-based ADU Strategy	Establish place-based ADU incentives and strategies in targeted areas	12/31/2026	6th Cycle	Not Yet Started	The City has implemented ADU incentives broadly and continues to evaluate targeted strategies; a formal place-based program has not yet been adopted.	Other	0	N/A
H-R Place-based ADU Strategy	Encourage development of ADUs citywide, including in targeted areas	12/31/2026	6th Cycle	Continuous	ADUs continue to be permitted consistent with State law and local ordinance; production is ongoing but below program targets.	Units	0	N/A
H-R Place-based ADU Strategy	Encourage development of affordable ADUs	12/31/2026	6th Cycle	Not Yet Started	The City continues to evaluate opportunities for deed-restricted ADUs; no units completed under this objective to date.	Units	0	N/A

H-R Place-based ADU Strategy	Promote equitable housing distribution and reduce displacement pressures through ADU strategies	12/31/2026	6th Cycle	In Progress	ADU regulations support incremental housing in established neighborhoods, including higher-resource areas.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Amend zoning regulations to require affordability restrictions for ADUs receiving incentives	12/31/2026	6th Cycle	Not Yet Started	The City has not yet adopted affordability requirements tied to ADU incentives and will evaluate options in future updates.	Other	0	N/A
H-S Affordability Requirements for ADU Incentives	Encourage development of income-restricted ADUs across income categories	12/31/2026	6th Cycle	Not Yet Started	No deed-restricted ADUs have been completed under this program to date.	Units	0	N/A
H-T Illegal Housing Units	Respond to complaints regarding illegal housing units and enforce applicable regulations	12/31/2031	6th Cycle	Continuous	The City continues to respond to complaints and enforce regulations related to illegal housing units through code enforcement processes.	Other	1	https://www.cityofsthelena.gov/264/Code-Enforcement
H-T Illegal Housing Units	Provide technical and financial assistance to bring units into compliance	12/31/2031	6th Cycle	In Progress	The City works with property owners on a case-by-case basis to bring units into compliance. No financial assistance has been provided to date.	Units	0	N/A
H-U Place-based Density Increases	Implement SB 9 provisions and adopt incentives for small-scale residential development	12/31/2024	6th Cycle	Completed	The City has implemented SB 9 consistent with State law and updated local procedures to allow lot splits and duplex development.	Other	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Encourage SB 9 projects during the planning period	12/31/2031	6th Cycle	Continuous	The City continues to process SB 9 applications; activity has been limited but ongoing.	Units	0	https://sthelena.municipal.codes/Code/
H-U Place-based Density Increases	Provide informational materials regarding SB 9 opportunities	12/31/2031	6th Cycle	Continuous	The City provides SB 9 information through its website and public materials.	Other	1	https://sthelena.municipal.codes/Code/
H-V Multi-unit Development in Low-Density Higher-income Area	Maintain and publish housing sites inventory	10/23/2024	6th Cycle	Completed	The City published the Housing Element sites inventory following adoption.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/3037/Housing-Opportunity-Sites-PDF
H-V Multi-unit Development in Low-Density Higher-income Area	Facilitate development of infill and multi-unit housing projects	12/31/2026	6th Cycle	Continuous	The City continues to process projects including the 40-unit Fountain Street development and Spring Grove project, supporting infill housing production.	Units	1	https://www.cityofsthelena.gov/230/Planning-Projects
H-V Multi-unit Development in Low-Density Higher-income Area	Explore incentives to encourage development in higher-resource areas	12/31/2026	6th Cycle	Completed	The City continues to evaluate incentives through zoning updates and housing programs.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-W Missing Middle Housing	Revise zoning to support missing middle housing types	12/31/2026	6th Cycle	Completed	Zoning updates adopted in 2023 allow duplexes and expanded residential flexibility.	Other	1	https://sthelena.municipal.codes/Code/

H-W Missing Middle Housing	Encourage development of missing middle housing and diverse housing types	12/31/2026	6th Cycle	Continuous	The City continues to support a range of housing types through zoning and project review; no specific missing middle developments have been completed to date.	Units	1	https://www.cityofsthelena.gov/DocumentCenter/View/556/2023-2031-Housing-Element-Certified-September-25-2023-PDF
H-X Condominium Conversion	Update condominium conversion regulations and preserve rental housing stock	12/31/2026	6th Cycle	Completed	The City maintains regulations limiting conversions and will update policies to remove vacancy rate linkage.	Other	1	https://sthelena.municipal.codes/Code/
H-Y Affordable Housing Impact Fee	Administer affordable housing impact fee program and support affordable housing development	12/31/2031	6th Cycle	Continuous	On December 10, 2024, the City Council approved updates to the Housing Impact Fees. The City continues to collect and allocate impact fees to support affordable housing development.	Units	0	N/A
H-Z At-Risk Assisted Affordable Housing Units	Monitor and preserve at-risk affordable housing units	12/31/2031	6th Cycle	Continuous	The City contracts with the Napa County Housing Authority to monitor and administer restricted units within the City. We are in continual contact with the Housing Authority and property owners regarding restricted units.	Units	0	N/A
H-AA Vacation Rentals	Regulate and limit conversion of housing units to vacation rentals	12/31/2031	6th Cycle	Continuous	The City adopted a Comprehensive Zoning Code Update on October 24, 2023 that continues to restrict short-term rentals within the City.	Other	1	https://sthelena.municipal.codes/Code/
H-BB Special Housing Needs Rehabilitation Program	Pursue funding for housing rehabilitation programs	12/31/2031	6th Cycle	Continuous	Ongoing task. The City was awarded \$500,000 in HOME funds in 2020. Marketing and outreach efforts have begun. To date, the City has expended or committed approximately \$170,817 of these funds to assist low-income homeowners and continues to roll out funds as loans are repaid.	Units	0	N/A
H-CC Annual Progress Report	Prepare and submit Annual Progress Reports	12/31/2031	6th Cycle	Continuous	The City submits their Annual Progress Report prior to April 1st each year as evidenced herein.	Other	1	See this APR
H-DD Revenue Generation for Affordable Housing	Support the development or preservation of five extremely low- or very low-income units Address the lack of affordable housing types in the city	12/31/2031	6th Cycle	Continuous	Ongoing task.	Units	0	N/A

H-EE Reduced Fees for Affordable Housing	Reduce fees for 30 extremely-low or very low- income units Address the lack of affordable housing types in the city	12/31/2026	6th Cycle	Continuous	The City regularly reduces fees and provides funding for affordable housing projects. Since 2016, the City committed substantial amounts of Affordable Housing Trust Fund monies (approximately \$2,450,000) to three different affordable housing projects, anticipated to result in the construction and/or occupancy of 21 new affordable housing units in St. Helena. .	Units	1	https://www.cityofstheleena.gov/DocumentCenter/View/5977/Appendix-7---3A---Resolution-approving-impact-fee-waivers-PDF?bidId=
H-FF Extremely Low-Income Units	Support the development or preservation of six housing units affordable to extremely low-income households during the planning period	12/31/2031	6th Cycle	Continuous	Ongoing task.The City continues to support affordable housing development through regulatory incentives and coordination with developers.	Units	0	N/A
H-FF Extremely Low-Income Units	Address the lack of affordable housing types in the city, including housing affordable to extremely low-income households	12/31/2031	6th Cycle	Continuous	Zoning updates and project approvals have expanded opportunities for multifamily and affordable housing development, contributing to a broader range of housing types.	Units	0	N/A
H-GG Affordable Homeownership	Research and identify potential funding sources to support a homeownership assistance program	12/31/2026	6th Cycle	Continuous	Ongoing task.The City continues to monitor State, federal, and regional funding opportunities that could support future homeownership assistance programs. A dedicated funding source has not yet been secured.	Other	0	N/A
H-GG Affordable Homeownership	Collect and publicize information on existing homeownership assistance programs available to lower- and moderate-income households	12/31/2025	6th Cycle	Continuous	The City provides information through its website and public materials regarding available housing programs	Other	1	https://www.cityofstheleena.gov/924/Housing-Resources
H-GG Affordable Homeownership	Conduct up to two multilingual outreach events focused on homeownership opportunities in targeted areas of the city	12/31/2026	6th Cycle	Not Yet Started	The City has not yet conducted targeted multilingual outreach events related to homeownership programs.	Meetings	0	N/A
H-GG Affordable Homeownership	Assist three lower- or moderate-income households in transitioning from rental housing to homeownership	12/31/2026	6th Cycle	Not Yet Started	The City has not yet implemented a homeownership assistance program or facilitated transitions under this objective.	Households	0	N/A

H-GG Affordable Homeownership	Address the lack of affordable homeownership opportunities in the city	12/31/2026	6th Cycle	In Progress	The City continues to evaluate opportunities to expand access to homeownership through partnerships and funding programs.	Other	0	N/A
H-HH Additional Funding	Explore new funding sources every two years to support housing for lower- and moderate-income households and special needs populations	12/31/2031	6th Cycle	Continuous	The City, in coordination with the Napa Housing Authority, administers an Owner-Occupied Rehabilitation Program funded through State HOME funds. The program provides no-interest loans to income-qualified homeowners for health, safety, accessibility, and energy efficiency improvements, along with application and construction support services.	Households	1	https://www.cityofsthelena.gov/269/HOME-Loan-Program
H-HH Additional Funding	Address the lack of affordable housing types in the city through identification of new funding opportunities	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities that may support the development of a broader range of affordable housing types.	Other	0	N/A
H-II Section 8 Subsidies	Provide informational materials regarding Housing Choice Voucher programs on the City website	12/31/2031	6th Cycle	Completed	The City continues to coordinate with the Housing Authority to support rental assistance programs and identify opportunities for increased participation.	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-II Section 8 Subsidies	Address the lack of affordable housing types through support of rental assistance programs	12/31/2031	6th Cycle	Continuous	Information regarding rental assistance programs is available on the City's website and through public materials.	Households	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-JJ Housing Coordinator	Meet with partner jurisdictions to explore options for a shared Housing Coordinator	12/31/2026	6th Cycle	In Progress	Ongoing task. The City will initiate coordination with regional partners to explore opportunities for shared housing resources; formal agreements have not yet been established.	Meetings	0	N/A
H-JJ Housing Coordinator	Identify and secure funding to establish a shared Housing Coordinator position	12/31/2026	6th Cycle	In Progress	The City continues to evaluate funding options to support a regional housing coordination role.	Other	0	N/A

H-KK Farmworker Housing Needs	Support local and regional efforts to develop farmworker housing	12/31/2026	6th Cycle	Continuous	The City is in frequent contact with local affordable housing developers to help facilitate additional affordable housing including farmworker housing and will continue to do so throughout the planning period.	Other	0	N/A
H-KK Farmworker Housing Needs	Assist in the development of one farmworker housing project during the planning period	12/31/2031	6th Cycle	In Progress	No farmworker housing project has been completed to date; the City continues to support potential opportunities.ng.	Units	0	N/A
H-KK Farmworker Housing Needs	Address the lack of farmworker housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to monitor and support development opportunities for farmworker housing.	Other	0	N/A
H-LL Special Needs Housing Opportunities	Encourage development of housing units accessible to persons with disabilities and seniors	12/31/2031	6th Cycle	Continuous	The City applies State and federal accessibility requirements, including ADA and CBC standards, to all new multifamily residential development. Recent projects incorporate accessibility features consistent with these requirements, thereby increasing the supply of accessible housing units.	Units	0	N/A
H-LL Special Needs Housing Opportunities	Address the lack of accessible and special needs housing in the city	12/31/2031	6th Cycle	Continuous	The City continues to support development of housing accessible to a range of populations.	Units	0	N/A
H-MM Housing Information Transparency	Maintain a digital housing information database in compliance with State law	12/31/2024	6th Cycle	Completed	The City launched a new website in February 2024 that includes required housing information and is accessible and translatable.	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-MM Housing Information Transparency	Update housing information within required timeframes and provide multilingual access	12/31/2031	6th Cycle	Continuous	The City continues to update housing information on its website and maintain accessibility features	Other	1	https://www.cityofsthelena.gov/209/Planning-Division
H-NN Funding for New Special Housing Needs	Encourage development of housing accessible to seniors and persons with disabilities	12/31/2031	6th Cycle	Continuous	The City supports development of accessible housing through regulatory compliance and project facilitation.	Other	0	N/A
H-NN Funding for New Special Housing Needs	Pursue funding to support construction and rehabilitation for lower-income households and seniors	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to pursue funding opportunities as notices of funding availability are released.	Units	0	N/A

H-OO Unit Conversion for Extremely Low-Income Households	Identify funding and engage property owners to convert units to extremely low-income housing	12/31/2031	6th Cycle	In Progress	The City has not yet identified funding or initiated conversions but continues to monitor opportunities.	Other	0	N/A
H-OO Unit Conversion for Extremely Low-Income Households	Assist in conversion of two units to extremely low-income housing	12/31/2031	6th Cycle	Not Yet Started		Units	0	N/A
H-PP Surplus and Excess Public Land	Maintain inventory of surplus public land and comply with Surplus Land Act requirements	12/31/2023	6th Cycle	Completed	The City maintains and publishes surplus land information and completed the Surplus Lands Act process for multiple sites.	Other	1	https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/saint-helena-adams-street-disposition-021826.pdf
H-PP Surplus and Excess Public Land	Facilitate development of surplus sites for housing	12/31/2031	6th Cycle	In Progress	The City is advancing disposition of sites including 1480 Main Street and Railroad Avenue properties for potential housing development.	Units	0	N/A
N/A	Ensure compliance with CalGreen throughout the planning period	12/31/2031	6th Cycle	Continuous	The City enforces CALGreen requirements through building permit review and updates local codes as part of the regular building code adoption cycle.	Other	0	N/A
H-RR Alternative Energy Technologies	Encourage alternative energy technologies in new and existing development	12/31/2026	6th Cycle	Continuous	The City continues to allow and support installation of EV charging and gray water systems through permitting and incentives.	Other	0	N/A
H-RR Alternative Energy Technologies	Explore additional incentives for solar and energy systems	12/31/2026	6th Cycle	Continuous	In 2024-2025, the City implemented an “energy-friendly permit sale” for EV charging stations and gray water systems, including fee waivers and rebates.	Other	0	N/A
H-SS Alternative Energy Technology Information	Provide information on energy conservation and alternative energy technologies	12/31/2023	6th Cycle	Completed	The City's newly designed website launched in February 2024 contains information related to energy conservation, etc. This information is also available at City Hall.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-TT Cost-Effective Energy Conservation	Promote long-term affordability Adopt updated State energy efficiency and building code standards, as necessary, throughout the planning period	12/31/2026	6th Cycle	Completed	The City continues to adopt State energy efficiency and building code standards through regular code update cycles.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Identify and procure funding to support energy conservation measures	12/31/2031	6th Cycle	Continuous	The City continues to explore and implement funding programs that support energy efficiency improvements.	Other	0	N/A

H-UU Energy Conservation Measures	Provide information on energy assistance programs	12/31/2024	6th Cycle	Completed	Information on energy programs is available through the City website and public materials.	Other	1	https://www.cityofsthelena.gov/249/Building-Resources
H-UU Energy Conservation Measures	Assist three households with energy conservation measures	12/31/2031	6th Cycle	Completed	In 2024, the City implemented an incentive program providing rebates for EV charging and gray water systems.	Households	3	https://www.cityofsthelena.gov/DocumentCenter/View/3428/EV-REBATE-FLYER-JPG?bidId=
H-VV Water Conservation	Reduce water consumption associated with new residential development through application of water efficiency standards	12/31/2031	6th Cycle	Continuous	The City continues to require compliance with water efficiency standards through its municipal code, including implementation of water-neutral development requirements and applicable conservation measures.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/764/St-Helena-Water-Neutral-Policy-for-Development-PDF
H-VV Water Conservation	Require water-efficient landscaping consistent with State and local regulations	12/31/2031	6th Cycle	Continuous	The City applies the Model Water Efficient Landscape Ordinance (MWELO) requirements to applicable projects to ensure water-efficient landscaping is incorporated into new development.	Other	1	https://www.cityofsthelena.gov/DocumentCenter/View/6043/RESIDENTIAL-BUIDING-CHECKLIST-NEW-ADDITIONS-REMODELS-2026-PDF?bidId=
H-WW Affirmatively Furthering Fair Housing	Coordinate annual meetings with jurisdictions and fair housing providers to promote fair housing opportunities and identify funding strategies	12/31/2031	6th Cycle	Continuous	Ongoing task. The City continues to coordinate with regional partners and fair housing organizations to support fair housing efforts and explore funding opportunities.	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Provide bilingual services and ensure materials are available in Spanish, including information on translation services	12/31/2031	6th Cycle	Completed	The City's website and materials are available in multiple languages, and translation functionality is incorporated into the City's digital platforms. The City has several bilingual staff members available to provide translation services across departments.	Persons	1	https://www.cityofsthelena.gov/
H-WW Affirmatively Furthering Fair Housing	Facilitate development of multifamily housing in the western portion of the city through provision of information and incentives	12/31/2031	6th Cycle	Continuous	Ongoing task. The City is recently approved the Sprin Grove 41-unit townhome project in the western portion of the city under SB 330, which includes affordable units and contributes toward this objective.	Units	41	https://www.cityofsthelena.gov/797/PL24-065-1447-1505-1515-Spring-St--Sprin
H-WW Affirmatively Furthering Fair Housing	Ensure new multifamily and ADU development complies with accessibility requirements under State and federal fair housing laws	12/31/2027	6th Cycle	Continuous	The City applies ADA, CBC, and Fair Housing Act requirements to all new residential development	Persons	0	N/A

H-WW Affirmatively Furthering Fair Housing	Recruit and retain a diverse and multilingual workforce within City staffing	12/31/2031	6th Cycle	Continuous	The City continues to recruit for positions as they become available and encourages diversity in hiring practices.	Persons	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with transportation providers to improve accessibility of paratransit services	12/31/2025	6th Cycle	In Progress	The City participates in regional transportation coordination through Napa Valley Transportation Authority (NVTa) Technical Advisory Committee (TAC) meetings. While the City is not currently implementing specific accessibility initiatives in coordination with NVTa, participation in these meetings provides a forum to stay informed on regional transportation planning efforts and identify future opportunities	Meetings	0	N/A
H-WW Affirmatively Furthering Fair Housing	Coordinate with Napa County on ADA transition planning to improve accessibility of public facilities and programs	12/31/2025	6th Cycle	In Progress	The City has not yet engaged in a formal coordination effort with Napa County specific to ADA self-evaluation or transition planning. The City will continue to coordinate with regional partners as opportunities arise to support accessibility improvements.	Other	1	https://www.cityofsthelena.gov/322/ADA-Transition-Plan
H-WW Affirmatively Furthering Fair Housing	Prioritize capital improvement projects that support housing and infrastructure in the southeastern portion of the city	12/31/2031	6th Cycle	In Progress	The City has not yet established a formal prioritization framework for capital improvement projects specific to this objective. Capital projects are evaluated through existing budgeting and planning processes; however, a programmatic approach tied to Housing Element goals has not been implemented to date.	Other	0	N/A
H-XX Fair Housing Provider	Provide funding to Fair Housing Napa Valley to support fair housing services	12/31/2031	6th Cycle	Continuous	Ongoing task. The City's budget provides \$25,000 annually for Fair Housing Napa Valley. The City also budgets another \$1,500 for an Annual Presentation.	Other	1	https://napafairhousing.org/
H-XX Fair Housing Provider	Provide multilingual tenant rights and fair housing information to the public	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Persons	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-XX Fair Housing Provider	Conduct at least one multilingual outreach event related to fair housing	12/31/2025	6th Cycle	Not Yet Started	The City has not yet conducted an outreach event.	Meetings	0	N/A

H-XX Fair Housing Provider	Provide access to fair housing resources through the City website	12/31/2031	6th Cycle	Completed	Information is available on the City website via Fair Housing Napa Valley	Other	1	https://www.cityofsthelena.gov/924/Housing-Resources
H-YY Replacement Program	Require replacement of any affordable housing units lost due to new development	12/31/2024	6th Cycle	Continuous	The 2023 Zoning Code Update requires replacement of existing housing units as part of redevelopment projects and enforces affordability requirements consistent with State law.	Other	0	N/A
H-YY Replacement Program	In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development	12/31/2031	6th Cycle	Continuous	Updated zoning regulations require compliance with minimum density standards and affordability provisions for new development.	Other	0	N/A
H-ZZ Lot Consolidation	Maintain and publish inventory of potential lot consolidation sites	12/31/2031	6th Cycle	Completed	The City has published the housing sites inventory on its website and continues to maintain and update it annually.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031
H-ZZ Lot Consolidation	Develop and implement incentives to encourage lot consolidation for housing development	12/31/2024	6th Cycle	Completed	The 2023 Zoning Code Update includes reduced parking requirements, reduced setbacks, density bonus incentives, and administrative flexibility to support lot consolidation.	Other	1	https://www.cityofsthelena.gov/225/Housing-Element-Update-2023-to-2031
H-ZZ Lot Consolidation	Facilitate lot consolidation through coordination and assistance to developers	12/31/2031	6th Cycle	Continuous	The City continues to work with applicants and property owners to facilitate development on consolidated sites.	Other	0	N/A
H-ZZ Lot Consolidation	Encourage development of lower- and moderate-income housing units through lot consolidation	12/31/2031	6th Cycle	Continuous	The City continues to support development consistent with Housing Element goals; approved and pending projects contribute toward lower- and moderate-income housing production.	Units	0	N/A
H-ZZ Lot Consolidation	Promote development of affordable housing in higher-resource areas, including the western portion of the city	12/31/2031	6th Cycle	Continuous	The City continues to process projects in higher-resource areas, including recent and pending applications on the western side of the city.	Units	0	N/A



ASSOCIATION OF BAY AREA GOVERNMENTS
METROPOLITAN TRANSPORTATION COMMISSION



Technical Assistance
for Local Planning

HOUSING

DISCLAIMER: This memo provides a technical overview of the ADU Affordability Survey and its potential implications for affordability designations in Annual Progress Reports (APRs). It does not constitute legal advice.

This memo was published in January 2026.

ADU Affordability Survey Findings and Recommendations

Executive Summary

In partnership with Bay Area jurisdictions, the Association of Bay Area Governments (ABAG) has been administering an [affordability survey](#) to learn more about the rents of newly built ADUs. In 2024 and 2025, participating jurisdictions distributed the survey as part of the permitting process. This data is complimented by similar studies in Oakland and San José.

Based on the results of the surveys, the California Department of Housing and Community Development (HCD) is comfortable with ABAG jurisdictions continuing to use the following assumptions in their Annual Progress Reports (APRs) for two more years (APR 2025 and 2026):

- 30% very low income
- 30% low income
- 30% moderate income
- 10% above moderate income

Please read this memo for more information.

History

In 2021, ABAG, in partnership with UC Berkeley, conducted an ADU affordability study to inform affordability assumptions for Housing Element APR reporting. HCD endorsed the findings of this initial study, and most jurisdictions have since used the 30/30/30/10 affordability split in their Housing Elements and APRs.

Building on the 2021 study, ABAG's Regional Housing Technical Assistance (RHTA) program launched a regional, opt-in ADU affordability survey to collect information from homeowners during the ADU approval process. The survey supports jurisdictions in documenting the affordability of newly constructed ADUs and in

meeting Housing Element monitoring requirements. Developed in consultation with an advisory group of jurisdiction staff and reviewed by HCD, the survey was initially launched in 2024 and revised in 2025. The survey remains active, with additional analysis anticipated as more responses are collected.

2024-2025 Survey and Data Overview

To date, at least 39 jurisdictions have implemented the survey. Some require homeowners to fill it out during the ADU building permit process, while others encourage them to do so.

The survey takes approximately five minutes to complete and asks general questions about the ADU the homeowner intends to build such as type (e.g. detached), square footage, bedroom count, expected inhabitants (e.g. renters, family, friends) and anticipated rent. To encourage accurate responses and protect privacy, the survey is anonymous. Because rent information can be sensitive, the survey collects anticipated rent using ranges rather than exact amounts.

Between July 2024 and September 2025, the survey received **436 responses**. To supplement these, two additional datasets were incorporated:

- **City of Oakland Survey:** 142 responses, (2025) focused on existing ADUs.
- **City of San José Survey:** 79 responses (2024 and 2025), based on the ABAG survey with minor modifications.

This resulted in a combined dataset of **657 total responses**, representing **39 jurisdictions** in the ABAG region. Alameda County had the largest share (31%), followed by Santa Clara County (23%) and Contra Costa County (17%).

County	Percent of Total
Alameda (including the Oakland survey)	31%
Contra Costa	17%
Marin	3%
Napa	1%
San Francisco	5%
San Mateo	14%
Santa Clara (including the San José survey)	23%
Solano	2%
Sonoma	4%

2024 and 2025 Initial Results

ABAG discussed survey findings with HCD in December 2025. Based on these discussions and additional analysis, HCD endorsed the continued use of the 30/30/30/10 affordability split for typical ABAG jurisdictions for APR reporting for two more years (APR 2025 and 2026). Jurisdictions may still submit alternative data to HCD if they believe it supports a different affordability distribution. As in prior years, while the 30/30/30/10 assumptions are appropriate for most jurisdictions, HCD may request additional information in select circumstances.

Affordability analysis of survey data collected between July 2024 and September 2025, summarized below, **supports the continued use of the 30/30/30/10 affordability assumptions.**

Affordability Level	Affordability Based on Survey Responses	Recommendation
Extremely Low Income and Very Low Income	57%	30%
Low Income	30%	30%
Moderate Income	11%	30%
Above Moderate Income	1%	10%

Although the survey results suggest deeper affordability than assumed under the 30/30/30/10 framework, ABAG recommends maintaining the current split for the following reasons:

- Less than two full years of survey data are available.
- The dataset relies heavily on proposed (rather than occupied) ADUs, which may involve less precise rent estimates.
- While meaningful, the overall sample size remains relatively modest.

Continued jurisdiction participation and active promotion of the ADU affordability survey will strengthen the dataset over time and support more refined affordability assumptions in future APR cycles.

Contact Hannah Diaz, hdiaz@bayareametro.gov with questions or comments about the survey.

Appendix

Data Filtration

Since the goal of the analysis is to estimate the affordability levels of proposed ADUs (and existing ADUs in the case of the Oakland data) several response types were removed to avoid skewing results:

- Responses indicating the ADU would not be used for housing;
- Responses from the original ABAG Survey with “0” listed as expected rent;
- Responses selecting “decline to state” for rent amount on the updated ABAG survey; and
- Responses designated as “rent not shared” on the Oakland Survey.

After applying these filters, 460 responses remained with adequate rent data for affordability analysis.

Affordability Methodology

The following describes the data standardization and methodology applied to determine the affordability level of the proposed (or existing) ADU. The methodology considers the year the ADU was proposed, the county it is permitted in, and the bedroom count.

Calculating Affordability

In order to determine the affordability of the ADU, a formula was developed based on HCD’s [State Income Limits](#). The formula is based on the year-specific county median income and then adjusted for both occupancy and income category.

The following household size assumptions were used depending on the bedroom count of the ADU:

- **Studio:** one-person household, 70% of county median income;
- **One Bedroom:** two-person household, 80% of the county median income;
- **Two Bedroom:** three-person household, 90% of the county median income; and
- **Three Bedroom:** four-person household, county median income.

Once the county median incomes were adjusted for household size, then thresholds for income levels were established as follows:

- **Extremely Low Income:** Up to 30% of the adjusted county-specific median income;
- **Very Low Income:** between 31% and 50% of the adjusted county-specific median income;
- **Low Income:** between 51% and 80% of adjusted county-specific median income; and
- **Moderate Income:** between 81% and 120% of adjusted county-specific median income.

Rent Thresholds

From the adjusted incomes, a maximum monthly rent threshold and range was established using the assumption that occupants should only spend up to 30% of their income on housing.

Example: The 2024 median income in Alameda County was \$155,700. To calculate the maximum rent for a one bedroom, extremely-low-income ADU household, first adjust the median income for expected occupancy (two persons, therefore 80% of the median Income) which is \$124,560. Then adjust for the extremely-low-income category to calculate the maximum yearly income to qualify as extremely low income (ELI is up to 30% of the median Income) which is \$37,368. Lastly, calculate the maximum monthly rent (rent maximum is 30% of annual income) which is \$934 a month. ($\$37,368 \times 0.3 / 12$ months)

Categorization

The survey responses were categorized first by calendar year since the income limits are updated yearly, and then by location, since each county has its own calculated median income.

Since the second version of the survey asks respondents to choose a range for their intended rent, the analysis uses an even distribution to assign affordability which preserves proportionality.

Example: If low income maximum rent is \$15 per month, and 10 people choose the box "between \$10 and \$20 a month" for rent, five units would be considered low-income units and five units would be moderate income units.

Updates to the Survey Questions to Improve Rent Data Accuracy

An issue identified from the first version of the survey (open from July 2024 to February 2025) was that the rent question was open-ended, asking respondents to write the amount that they intended to charge for monthly rent of the ADU. The question explicitly stated that writing a “0” meant that homeowner did not intend to charge rent.

The findings from the first survey showed that a high percentage of respondents were giving an answer of “0” when asked about the expected rent of their proposed ADU, which led to the concern that respondents were potentially not providing an accurate rent estimate or intended to charge zero rent for their units. This difference has important implications for calculating affordability, since a unit that has zero rent would be considered “extremely low income.”

To address this concern, the rent question was updated in the second version of the survey (open from February 2025 onward) to a multiple-choice response which included a “decline to state” option, a “not planning to charge rent” option, and then rent ranges (for example \$1,500 – \$2,000).



Planning Commission

May 5, 2026

2025 Annual Housing Element Progress Report (APR)

Staff: Jackie Oneal, Senior Planner



What is the APR?

State Requirement

- Required **annually** (Gov. Code §65400)
- Standardized **State** reporting tool
- Focused on **Housing Element** only
- **Separate** from General Plan Annual Review

What It Tracks

- **Housing production**
(Building permits issued by income category – Table B)
- **Program implementation**
(Housing Element actions – Table D)
- **Development Activity**
(How housing projects move through the process)

What It Does **NOT** Do

- Approved but **unpermitted projects** do not count toward RHNA
- Does not evaluate long-term buildout or **housing outcomes**
- Does not establish or change **local housing policy**





RHNA Progress (Cumulative through 12/31/2025)

Current 8-year Cycle Regional Housing Needs Allocation = 256 Units

Cumulative Units Permitted 1/1/2023 - 12/31/2025	
<u>Income Level</u>	<u>Units</u>
Very Low	5
Low	11
Moderate	6
Above Moderate	36
Total:	58 Units



Housing Production

(Current Reporting Year 1/1/2025 – 12/31/2025)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	7
	Non-Deed Restricted	3
Moderate	Deed Restricted	2
	Non-Deed Restricted	3
Above Moderate		5
Total Units		24

Housing Production (Table B)

- 24 units **permitted** *
- 17 units **completed** **

By Income:

- Very Low: **4**
- Low: **10**
- Moderate: **5**
- Above Moderate: **5**

* Based on **Building Permits** issued in 2025

** Based on **Certificates of Occupancy** issued in 2025





Development Activity & Project Pipeline

(Current Reporting Year 1/1/2025 – 12/31/2025)

Development Activity

- **12** housing applications **submitted**
- **91** units **approved/entitled**
- **No denials**

Key Pipeline Projects

- Fountain St. – **40 Units**
(**Approved/entitled** October 2025)
- Spring Grove – **41 Units**
(**Approved/entitled** December 2025)
- Hunter Subdivision – **75 Units**
(**Final Map submitted**, Design Review forthcoming)





ADU Affordability

(Current Reporting Year 1/1/2025 – 12/31/2025)

Reporting Affordability

- **30/30/30/10** Distribution*
(Very Low/Low/Moderate/Above Moderate)
- **Supported** by ABAG Regional Study
- **Accepted** by HCD for current reporting cycle

**Methodology reflects current State guidance and may differ from prior reporting years*





Program Implementation

Early-cycle actions completed

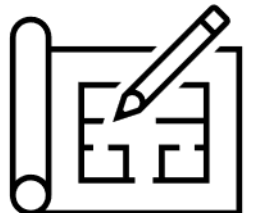
- Zoning **Code Update** (2023)
- Housing Sites **Rezoning**
- **Removal** of Growth Management System Ordinance

Current Focus:

- Advancing approved housing projects
- Facilitating new development applications
- Ongoing program delivery

Key Takeaways

- **Early compliance** with State requirements
- ADUs **contributing** to current production
- Larger **projects in pipeline**
- Continued **progress** needed to meet RHNA





Questions?

Available Staff:

Jackie Oneal – Senior Planner

Leza Mikhail – Community Development Director

