



Mayor: Alan Galbraith
Vice Mayor: Peter White
City Council: Sharon Crull
Paul Dohring
Greg Pitts

ST. HELENA CITY COUNCIL
REGULAR AND SPECIAL JOINT MEETING
MAY 26, 2015

4:00 P.M. BROWN ACT TRAINING WORKSHOP
JOINT MEETING:

ST. HELENA CITY COUNCIL
ST. HELENA PLANNING COMMISSION
ST. HELENA BOARD OF LIBRARY TRUSTEES
ST. HELENA PARKS AND RECREATION COMMISSION
ST. HELENA TREE COMMITTEE
ST. HELENA SUSTAINABILITY COMMITTEE
ST. HELENA ACTIVE TRANSPORTATION COMMITTEE
ST. HELENA MULTI-CULTURAL COMMITTEE
VINTAGE HALL BOARD ROOM – SECOND FLOOR
465 MAIN STREET, ST. HELENA

6:00 PM REGULAR CITY COUNCIL MEETING
VINTAGE HALL BOARD ROOM – SECOND FLOOR
465 MAIN STREET, ST. HELENA

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the “Oral Communication” portion of the agenda may voluntarily complete a “Speaker Card” and submit it to the City Clerk BEFORE that portion of the agenda is called. Speaker cards are available on the table in back of the room. **Please observe the time limit of three minutes.**

1. 4:00 P.M. SPECIAL JOINT MEETING
2. CALL TO ORDER
3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

a. St. Helena City Council:

Mayor Alan Galbraith, Vice-Mayor Peter White, Councilmembers Sharon Crull, Paul Dohring and Greg Pitts

b. St. Helena Planning Commission:

Chair Sarah Parker, Vice-Chair Grace Kistner, Commissioners Matthew Heil, Bobbi Monnette, Tracy Sweeney

c. St. Helena Board of Library Trustees:

Chair Bonnie Long, Vice-Chair Susan Swan, Trustees Skip Lane, Bob Dye, Malcolm McClain, Lin Weber and Terry Wood

d. St. Helena Parks and Recreation Commission:

Chair Chris Cutler, Vice-Chair Roberta Oswald and Commissioners William Summers, Kim Phinney and Tracy Smith

e. St. Helena Tree Committee:

Chair Susann Ortega, Vice-Chair Kellie Carlin and Committee members, Edie Kausch, Carol Troy, Kacey Stotesbery and Susan Smith-Allen

f. St. Helena Sustainability Committee:

Chair Steve Patterson and Committee members Glenn Smith, Carol Troy and Tom Vence

g. St. Helena Active Transportation Committee:

Chair Aaron Pott, Committee members, Norma Ferriz, Ric Henry, Jake Scheideman, Patricia Clarey and Christopher Cole

h. St. Helena Multi-Cultural Committee:

Chair Grace Kistner and Committee members Josphine Hurtado, Father John Brenkle, Patty Guijosa and Milagros Castro

5. PUBLIC COMMENTS PERTAINING TO THE BROWN ACT TRAINING WORKSHOP

- 6. BROWN ACT TRAINING WORKSHOP:** The St. Helena City Attorney, Thomas B. Brown, will conduct an open and public training and interactive workshop for the City Council and St. Helena Boards, Committees and Commissions. No action will be taken by the City Council or by any of the City's commissions or committees.

The training objectives include:

- a. Understanding the history, purpose and requirements of the Ralph M. Brown Act, California's open meeting law.
- b. Providing an opportunity for Council and committee members to discuss these requirements and responsibilities and ask questions.

7. CALL REGULAR MEETING TO ORDER (6:00 P.M.)

8. ROLL CALL

9. **PUBLIC FORUM:** Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person's comments shall be limited to 3 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Councilmembers for clarifications may be posed and answered, and Councilmembers may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda.
10. **REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, and AB 1234 REPORTS:** Reports by staff and/or Councilmembers on items of general interest. Brief questions for clarification may be posed and answered, and Councilmembers 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 City Council.

PRESENTATIONS AND PUBLIC RECOGNITIONS

11. Presentation – Napa County Open Space Study by John Woodbury, General Manager, Napa County Regional Park and Open Space District and Roberta Oswald, City of St. Helena representative to the Napa County Parks and Open Space District Advisory Committee

CONSENT ITEMS: Members of the Council or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

12. Consideration and proposed approval of a resolution approving the First Amendment to an Agreement for Consulting Services with RGH Consultants in the amount of \$1,149.54 for Construction Management and Inspection Services for the St. Helena Wastewater Treatment and Reclamation Plant – Pond 1A Repair Project

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

13. Consideration and proposed approval of a resolution accepting the work and directing the filing of the Notice of Completion for the St. Helena water storage tank 1A, CIP Project W-83

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

14. Consideration and proposed approval of a resolution accepting the work and directing the filing of the Notice of Completion for the St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

15. Consideration and proposed approval of a resolution approving the Second Amendment to Agreement for Consulting Services with Bennett Engineering Services Inc. in the amount of \$26,000 for On-Call Consulting Services for the Wastewater Treatment and Reclamation Plant

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

16. Consideration and proposed approval of a resolution approving a Professional Services Agreement with Geosphere Consultants Inc. in the amount of \$17,911.28 for Geotechnical Services related to the St. Helena Water Storage Tank 1A, CIP Project W-83

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

NEW BUSINESS

17. Direction to City Manager regarding St. Helena School District Pool

CEQA Status: Not a project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Give direction

18. Consideration and proposed approval of a resolution authorizing a transfer of \$526,000 from the City of St. Helena's General Fund Unassigned Reserve to the Measure A Fund to cover the FY 14/15 State Revolving Fund loan payment

CEQA Status: Not a project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Authorize

19. Consideration of a Letter of Support for Grant Application in the Amount of \$399,000 to the California Alternative Transportation Program for New Sidewalk and Crosswalk Construction

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Lead Staff: April Mitts, Finance Director

Tracey Perkosky, Grant Manager

Recommendation: Approve

PUBLIC HEARING

20. Consideration and proposed adoption of the City's Housing Element Update 2015-2023, including the Needs Assessment and Goals and Policies Document. The adequacy of a Negative Declaration will also be considered.

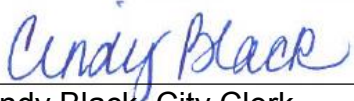
CEQA Status: Negative Declaration

Lead Staff: Victor Carniglia, Planning Consultant

Recommendation: Adopt

ADJOURNMENT The next Regular City Council meeting is scheduled for June 9, 2015, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on May 21, 2015.



Cindy Black, City Clerk

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 City Council 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 1480 Main Street, St. Helena, California, during normal business hours. In addition, such writings or documents will be made available on the City's web site at <http://cityofsthelena.org> and will be available for public review at the respective meeting.

A BROWN ACT TRAINING WORKSHOP

Presented by

Thomas B. Brown

City of St. Helena

May 26, 2015

PRESENTATION OVERVIEW

- I. PURPOSE
- II. BODIES COVERED
- III. MEETINGS
- IV. AGENDA REQUIREMENTS
- V. PUBLIC ACCESS TO MEETINGS
- VI. CLOSED SESSIONS
- VIII. LEGAL CHALLENGES

Quick Quiz (True or False)

The Brown Act:

- Was so named as a dig by the Legislature at former Governor Edmund Gerald “Pat” Brown who opposed sunshine laws.
- Applies to all state agencies.
- Applies only to meetings where “action is taken.”
- Requires all agendas to be posted at least 72-hours in advance.
- Requires City Council meetings to be broadcast live.
- Requires the announcement of all agreements approved in closed session immediately after the closed session.
- Allows residents of Los Angeles to sue St. Helena for alleged violations.

I. LEGISLATIVE INTENT

- “Public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people’s business. ***It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.***”

§ 54950



Purpose of the Brown Act

- To guarantee the public's right to attend and participate in meetings of local legislative bodies.



Basic Rule of the Brown Act

- All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in [the Brown Act].”

§ 54950



Constitutionally Recognized



- California Constitution, Art. I § 3
- Proposition 59

“The people have the right of access to information concerning the conduct of the people's business, and, therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny.”

II. BODIES COVERED

Local Agencies

- All meetings of the legislative body of a local agency must be open and public. § 54951
 - Cities are “local agencies”

Regulated Legislative Bodies

- What is a “legislative body”?
 - The City Council;
 - City commissions and committees, whether permanent or temporary, decision-making or advisory, *created by a formal act* (with some exceptions); and
 - Newly elected or appointed members of a covered body, prior to being sworn into office.

Ad-Hoc Advisory Committee Exception

- All committees established by a legislative body must comply with the Brown Act, **UNLESS** it:
 - Is **ADVISORY**, not decision-making; **AND**
 - Includes **ONLY** Board Members; **AND**
 - Includes **LESS** than a quorum; **AND**
 - Does **NOT** have continuing subject matter jurisdiction; **AND**
 - Is **NOT** meeting on a fixed schedule set by the Board.

CASE STUDY

The City Council appointed two Council members to act as the Recruitment Committee. The Committee works with staff on an on-going basis to interview all management-level employees and make hiring recommendations to the Council. The Committee meets in private when needed.



III. MEETINGS



- A **“meeting”** includes any gathering of a **majority** of the **members** of a legislative body at the **same time and location** to **hear, discuss, deliberate or take action** upon any item which is within its **subject matter jurisdiction**.

Types of Meetings

- **Formal Meetings**
 - Regular meetings
 - Special meetings
 - Emergency meetings
 - Teleconference meetings
- **Informal Meetings**
 - Daisy Chain
 - Hub and Spoke
 - E-mail/Technology

Special Meetings

- The presiding officer or a majority of the legislative body may call a special meeting at any time.
- Written notice must be delivered at least 24-hours before the time of the meeting to each legislative body member (unless waived in writing) and to each local newspaper of general circulation, radio and TV station which has requested such notice in writing.
- Only the business set forth in the notice may be considered at the meeting.

§ 54956



Special Meetings

- Local agencies are ***prohibited*** from calling a special meeting about a local agency executive's salary, salary schedule, or fringe benefits.
 - Exception: a special meeting to discuss the agency's budget.

§ 54956



Teleconference



- Meetings may be conducted by teleconferencing (i.e., any electronic audio or video connection) under the following conditions:
 - The legislative body approves the use;
 - Agenda is posted at all teleconferencing locations and specifies all teleconference locations being used;
 - There is public access to teleconference locations;
 - There is public opportunity to speak at each teleconference location; and
 - All votes are taken by roll call.

§ 54953 (a) and (b)

Teleconference

- At least a quorum of the members of the legislative body must participate in the teleconference within the geographical boundaries of the local agency.

§ 54953(b)



Off-Site Meetings

- A meeting may be held off-site in limited circumstances, such as:
 - Inspect **real or personal property** that cannot be conveniently brought to the agency.
 - Participate in a **multi-agency meeting** (if the meeting takes place within the jurisdiction of one of the members of the multi-agency).
 - In an **emergency**, for reasons of safety.

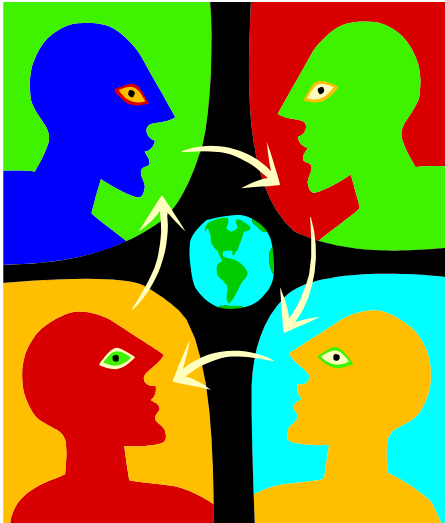
§ 54954(b)

CASE STUDY

Clockwork City Council holds regular meetings on the 1st and 3rd Tuesday of the month. Mayor Skip Calendario will be out of town for the next meeting. He tells the Clerk to move the meeting one week later to the 4th Tuesday. The clerk complies and posts a regular meeting agenda 72 hours in advance.

Informal Meetings

Caution:



- (1) a majority of the members of a legislative body;***
- (2) shall not...use a series of communications of any kind, directly or through intermediaries;***
- (3) to discuss, deliberate, or take action on any item of business;***
- (4) that is within the subject matter jurisdiction of the legislative body.***

§ 54952(b) (1)

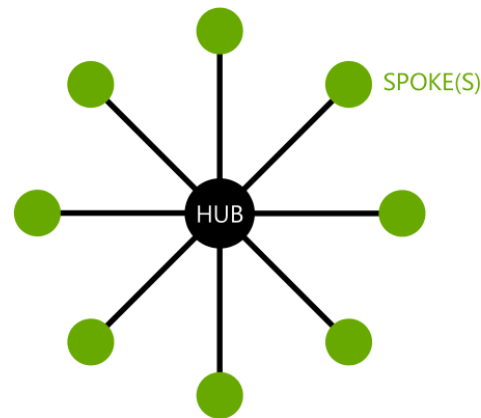
Serial Meetings

- Daisy Chain: If Member A contacts Member B, and Member B contacts Member C, and so on, until a quorum has been involved, this type of “serial meeting” may result in a violation of the Brown Act.



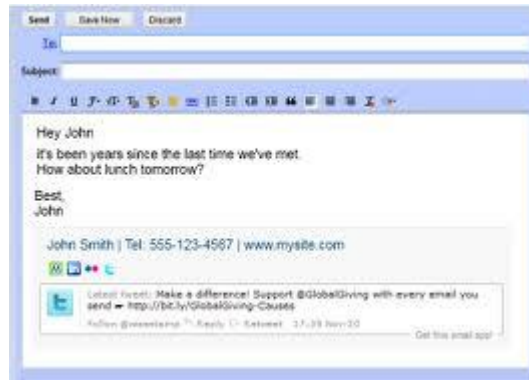
Serial Meetings

- Hub and spoke: An intermediary -- such as a staff member or even a developer or applicant -- contacts at least a quorum of the members to develop a collective concurrence on action to be taken by the legislative body.



E-mail/Technology Meetings

- Use of e-mail or other technology/media by a majority of a legislative body to discuss, deliberate, or take action on items within the body's jurisdiction violates the Brown Act.



E-mail Meetings



- Take caution, e-mail spreads like wildfire.
- Do not take a position or make a commitment.

Recommendations for E-mail

- Avoid sending e-mails to the whole legislative body.
 - If necessary, provide information only.
 - Do not solicit a response.
- Be careful replying to e-mails.
 - Do not communicate your position or make a commitment on a pending matter.
 - Do not direct a reply to a majority of the legislative body.
- Think carefully before sending any e-mail.
 - Remember, your e-mail can be forwarded by others to a majority of the legislative body.

CASE STUDY

After attending an interesting meeting of the County Board of Supervisors, Council member I.N. Fo circulates an excellent summary of County actions that may affect the agency, and asks each member to “Let me know what you think.”



CASE STUDY

Commissioner Poochie's Facebook page has a posting describing her desire to put the new dog park next to the local baseball field. Each of her fellow commission members post individual comments about their preferred location on her page.



CASE STUDY

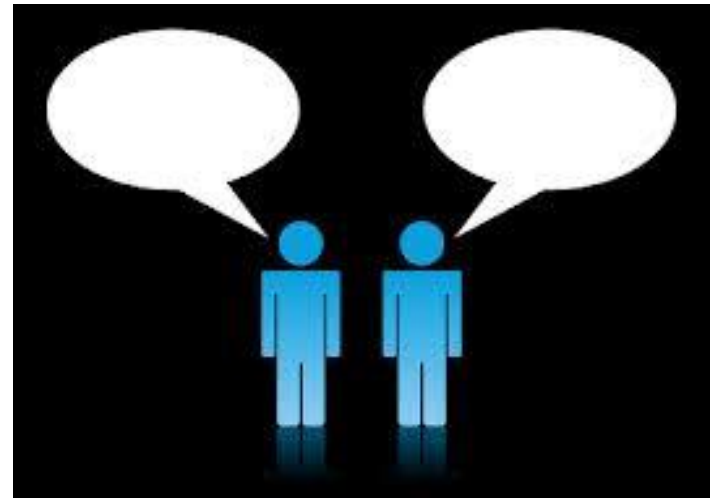
Several Planning Commission members get together for breakfast at the Dew Drop Inn. Over bowls of cereal, they begin discussing the city's budget woes.



Non-Meetings

- An employee or official of a local agency may engage in ***“separate conversations or communications”*** outside of a meeting in order to ***“answer questions or provide information”*** so long as that person ***“does not communicate to members of the legislative body the comments or positions of any other member or members.”***

§ 54952.2(b)(2).



Non-Meetings

- Individual contacts or conversations between a member and any other person (provided that person is not serving as an intermediary between other members of the legislative body).

§ 54952.2(c)(1)



Non-Meetings

- Attendance by a majority of members at:
 - A **conference** that is related to the business of the agency that is **open to the public**;

Provided that a majority of the members do not discuss amongst themselves business “of a specific nature” that is within the subject matter jurisdiction of the agency.

§ 54952.2 (c)(2)



Non-Meetings

- Attendance by a majority of members at:
 - An **open and publicized meeting** organized to address a topic of local community concern by a **person or organization other than the local agency**;

Provided that a majority of the members do not discuss amongst themselves business “of a specific nature” that is within the subject matter jurisdiction of the agency.

§ 54952.2(c)(3)



Non-Meetings

- Attendance by a majority of members at:
 - An **open and publicized meeting of another body of the local agency;**

Provided that a majority of the members do not discuss amongst themselves business “of a specific nature” that is within the subject matter jurisdiction of the agency.

§ 54952.2(c)(4)



Non-Meetings

- Attendance by a majority of members at:
 - A **purely social or ceremonial occasion**,
Provided that a majority of the members do not discuss amongst themselves business “of a specific nature” that is within the subject matter jurisdiction of the agency.

54952.2



Non-Meetings

- Attendance by a majority of members at:
 - An **open and noticed meeting of a standing committee** of that body,

Provided that the members of the legislative body who are not members of the standing committee **attend only as observers.**

§ 54952.2(c)(6)



CASE STUDY

- The Mount Vesuvius Homeowners Association is hosting its annual candidate forum. This well-publicized event is typically packed with concerned citizens, and the endorsement of the Association can make or break an election, so all three council members up for re-election attend. During the allotted five-minute speaking time, each outlines what he or she intends to accomplish if re-elected or re-appointed.

CASE STUDY

- “Please come to our annual fundraiser gala,” says Donna Dogooder to Council member Reluctant. “People will notice if you are missing since at least two other Council members are going to be there.”



CASE STUDY

- Due to the complexity of the project, Commission members embers Tweedle and Dee ask the City Engineer to give them a briefing on the proposed bike trail that will be coming before the Council soon in order to save time at the meeting.



IV. AGENDA REQUIREMENTS

- Agenda Posting Requirements
- Agenda Description
- Public Comment
- Non-Agendized Items
- Adding Items to an Agenda

Agenda Description

- Each item of business to be “*transacted or discussed*,” including items to be discussed in closed session, must be the subject of a “***brief general description***” which generally need not exceed 20 words.
§ 54954.2(a)(1)



Non-Agendized Items

- Action or discussion on any item not appearing on the posted agenda is generally prohibited.
- Members may only:
 - Briefly respond to public statements or questions,
 - Ask a question for clarification,
 - Make a brief announcement,
 - Make a brief report on his or her activities,
 - Provide a reference to staff or other sources for factual information, or
 - Request staff to report back to the legislative body in a subsequent meeting.
- The legislative body may direct staff to place the matter on a future agenda. § 54954.2(a)(2)

Adding Items to an Agenda

- A legislative body may take action on items of business not appearing on the agenda:
 - When a majority decides that an **emergency situation** exists (i.e., work stoppage, crippling disaster, etc.).
 - When two-thirds present (or all members if less than two-thirds are present) determine there is a **subsequent need to take immediate action** and that the need for action “came to the attention of the local agency subsequent to the agenda being posted.”
 - When the item appeared on the agenda of, and was continued from, a meeting held not more than five days earlier.

§ 54954.2(b)

CASE STUDY

“It’s not on the agenda,” states Mayor Hurryup, “but Phase I of the East Area project was completed early and if we start now on Phase II, we’ll save tens of thousands of dollars in costs. Can I have a motion to add this to the agenda so that we can issue a notice to proceed to the contractor on Phase II?”



CASE STUDY

“We learned this morning of an opportunity for a state grant,” said the City Engineer at the meeting, “but our application has to be submitted in two days. We’d like the Board to give us the go ahead tonight to prepare the application, even though it’s not on the agenda.”



V. Public Access to Meetings

- Physical Accessibility
- Meeting Documents
- Recording of Meetings
- Right to Record
- Public Participation
- Limits on Public Participation

Accessibility

- Members of the public **cannot be required to** register their names, provide other information, complete a questionnaire, or otherwise “**fulfill any condition precedent**” to attending a meeting.

§ 54953.3

- No meeting or any other function can be held in a facility that prohibits attendance based on race, religious creed, color, national origin, ancestry or sex, or which is **inaccessible** to the disabled.

§ 54961(a)

Accessibility – Disabled Persons

- Meetings must be held in facilities **accessible** to disabled persons.

§ 54961

- Agendas must include information regarding contact information for requests for **disability-related accommodations**.

§ 54954.2(a)(1)

- Agendas and other documents must be made available in “**appropriate alternative formats**” when requested.

§ 54954.2(a)(1)

CASE STUDY

A young woman calls the Clerk's office and tells the Clerk in broken English her father is a recent immigrant and does not understand English. He heard from a friend that a sewer treatment plant was going to be built near their home. She asks the Clerk to send to her father copies of any agenda where the plant is to be discussed and also asks the Clerk to translate the agenda into her father's native language – Starbuckistani.

Meeting Documents

- The public has the **right to review** agendas and other writings distributed to a majority of the legislative body (except for privileged documents). A fee or deposit may be charged for a copy of a public record.

§ 54957.5(a) and (c)

- Writings must be made public:
 - **at the time distributed** to a majority of the legislative body (before or at a meeting) if prepared by the agency or a member of its legislative body, or
 - **after the meeting** if prepared by some other person.

§ 54957.5(b) and (c)

Recording of Meetings



- The public is allowed to use audio or video tape recorders or still or motion picture cameras at an open meeting, absent a reasonable finding by the legislative body that such recording, if continued, would persistently disrupt the proceedings due to noise, illumination, or obstruction of view. § 54953.5

Public Participation



- A regular meeting agenda must allow an opportunity for members of the public to speak on any item of interest, so long as the item is within the subject matter jurisdiction of the legislative body.
- The public must be allowed to speak on a specific item of business before or during the legislative body's consideration of it.
- Public comments at special meetings can be limited to agenda items only.

§ 54954.3 (a)

Limits on Public Participation

- The legislative body may adopt reasonable regulations, including time limits, on public comments (e.g., three minutes).



Limits on Public Participation

- The legislative body may **remove persons** from a meeting who willfully interrupt proceedings. If order still cannot be restored, the meeting room may be **cleared**.
- Members of the **news media** who have not participated in the disturbance must be allowed to continue to attend the meeting.

§ 54957.9

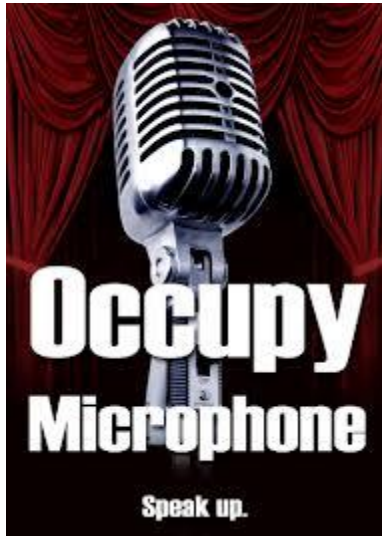


Limits on Public Participation

- Expressions of support or opposition to matters before the legislative body (provided they are not overly disruptive) constitute **protected speech**.
- The legislative body **cannot prohibit public criticism** of policies, procedures, programs, or services of the agency or the omissions of the legislative body itself.



CASE STUDY



Reverend Brimstone discovers that each time he speaks about the evils of society during the general public comment period of agency meetings, which are televised, he gets some new visitors to his house of worship. During the comment period of one meeting, he accuses the agency's presiding officer of being a "sinner" because the agency provides public services to a strip club. The presiding officer directs the board clerk to turn off the power on the speaker's microphone.

Voting Disclosure

- Legislative bodies must publicly report:
 - any action taken; and
 - the vote or abstention on each action taken by each member present for the action at a meeting.

§ 54953(c)(2)



Voting Disclosure

Where action is taken other than by a roll-call vote:

- The names of each member present who dissented, abstained, or otherwise did not participate should be stated so that there is a clear record of how the entire body voted.
- This information should be included in the minutes of the meeting, along with accurate records of each member's attendance at the meeting.



VI. CLOSED SESSIONS

- Closed sessions are an exception to the rule that agency meetings must be open and public.
- Only topics authorized under the Brown Act may be discussed in closed session.
- The most common closed session topics are:
 1. Personnel Matters
 2. Litigation
 3. Real Estate Negotiations
 4. Labor Negotiations



Adjournment to Closed Session

- Prior to holding any closed session, the legislative body must disclose, in an open meeting, the item or items to be discussed in the closed session.
- The public has the right to address the legislative body on closed session items ***before*** it adjourns into closed session.

§ 54954.3

Reporting Out From Closed Session

- A legislative body must reconvene in open session to report on any “final” action taken in closed session.
- Oftentimes, the action taken is not “final” because another party must approve or ratify the agreement.
- Once final approval occurs, related documents must be disclosed upon request.

§ 54957.1

Disclosure of Closed Session Info

- The disclosure of confidential information is **prohibited** unless the legislative body authorizes the disclosure of the information.
- “**Confidential information**” means communication made in closed session that is specifically related to the basis for the closed session meeting.

§ 54963(a) and (b)



VIII. LEGAL CHALLENGES

- Requests to Cure
- Requests to Cease & Desist
- Civil Actions
- Costs and Attorney's Fees

§§ 54960, 54960.1, 54960.2, 54960.5

Civil Actions

- The district attorney or any interested person can file a civil action asking a court to:
 - Stop or prevent violations or threatened violations of the Brown Act by members of a legislative body.
 - Determine the applicability of the Brown Act to some past actions or threatened future actions of a legislative body.
 - Void certain past actions found to be in violation of the Brown Act.

§ § 54960, 54960.1, 54960.2 (new)

Opportunity to Cure

- Before filing a court action to void certain past actions, the aggrieved party must send a written “**cure or correct**” demand to the legislative body.
- The demand must clearly describe the challenged action, the nature of the alleged violation, and the “cure” sought, and it must be sent within 90 days of the alleged violation (or 30 days if the action was taken in open session but in violation of Section 54952.2 which defines “meetings.”)
- The legislative body then has up to 30 days to cure or correct its action. If it does not act, any lawsuit must be filed within the next 15 days.

§ 54960.1

Cease & Desist Commitment

- Before filing a court action to declare certain past actions in violation of the Brown Act, the aggrieved party must submit a written “***cease and desist***” letter to the legislative body.
- The letter must clearly describe the nature of the alleged violation, and must be sent within nine months of the alleged violation.
- The legislative body then has up to 30 days to issue an “unconditional commitment” to cease and desist from the past action.
- If the body fails to respond or issue the commitment, the individual then has 60 days from the date of the response or the expiration of the response period to file a lawsuit.
- A legislative body may rescind a cease and desist commitment at an open, regular meeting upon 30 days notice to the aggrieved party.
- Upon such notice, the aggrieved party may commence an action under §54960 to prevent such threatened action.

§ 54960.2

Who Can File an Action?

- An “interested person” need not be a resident within the territory of the agency.



Invalidation of Actions

- Invalidation is limited to actions that violate the following sections:
 - § 54953 (the basic open meeting provision);
 - §§ 54954.2 and 54954.5 (notice and agenda requirements for regular meetings and closed sessions);
 - § 54954.6 (tax hearings); and
 - § 54956 (special meetings).

Costs and Attorneys Fees

- If the court finds the legislative body violated the Brown Act, the plaintiffs may get costs and attorneys' fees.



- A public entity may get costs and attorneys' fees if it wins only if the lawsuit was “clearly frivolous and totally lacking in merit.”

CASE STUDY

- Members of a citizens group, CURB (Cure Unnecessary and Repeated Brown Act Violations) watch in disbelief on the public cable channel as the local agency board votes to increase their salaries and the item is not on the agenda. “Call Attorney Sharkey,” screams the group’s president, “and tell him to file a lawsuit by the end of the day tomorrow!”

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OF ORIGINAL FILED
San Diego Superior Court

FILED

1 Alan S. Gorman, SRN 128514
2 Matthew E. Wood, SRN 214732
3 LAW OFFICES OF ALAN S. GORMAN
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5 Beverly Hills, CA 90212-2915
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8 email: alan@alansgorman.com
9 email: mwood@alansgorman.com
10 Attorneys for Plaintiff BUU PRODUCTIONS, INC.

SUPERIOR COURT OF THE STATE OF CALIFORNIA
FOR THE COUNTY OF LOS ANGELES

11 BUU PRODUCTIONS, INC.,
12 Plaintiff,
13 vs.
14 JULIEN'S AUCTION HOUSE, LLC,
15 DARREN JULIEN, DOREE JULIEN,
16 Defendants.

Case Number: **BC408913**

COMPLAINT

1. CLAIM AND DELIVERY
(DETINUE)
2. CONVERSION
3. RESCISSION BASED ON FRAUD
4. FRAUD - PROMISSORY FRAUD
5. FRAUD - INTENTIONAL
6. MISREPRESENTATION
7. UNFAIR BUSINESS PRACTICES
8. BREACH OF FIDUCIARY DUTY
9. DECLARATORY RELIEF

Statement of the Case

1. Relying on an illegal contract issued by itself, Defendants Julien's Auction House, LLC and its principal Darren Julien have effectively stolen Michael Jackson's personal property and are now publicizing their intent to sell the property at an auction starting on April 21, 2008.

2. Even though Julien's Auction House, LLC and Darren Julien are not legally entitled to retain possession of Michael Jackson's personal property - they have no ownership or other lawful interest in the property - they have refused to return the property despite repeated demands for its immediate return.

3. This action has been brought to compel the immediate return of Michael

NO COMPLAINT COMPLAINT

THE BEST SOLUTION IS PREVENTION



Final Report

Napa County Regional Park and Open Space District Advisory Committee

May 7, 2015

I. Introduction and Summary

The Napa County Regional Park and Open Space District ("the District") has established a solid record of accomplishments in the eight years since it was established by the voters, and limited public funds have been well spent. While impressive, a great deal more is needed to preserve the County's most important remaining open space resources. Going forward, the District's existing financial capacity will be mostly consumed stewarding the resources, maintaining the infrastructure and providing public access for the 10 regional park areas and trails to which the District is already financially committed. The District should do more, and to do more the District needs to explore new sources of revenues. If new revenues are not forthcoming, the District will have no choice but to shift to a purely maintenance and operations mode. These are the major and unanimous findings of the Napa County Regional Park and Open Space District Advisory Committee (the "Committee")

The Committee consists of 15 members. It was organized to review the goals of the Napa County Regional Park and Open Space District, evaluate the District's track record since formation in 2006, and develop recommendations regarding the future of the District including how to fund those recommendations. To ensure the Committee represents all parts of the County and a wide range of interests and backgrounds, five members were nominated by the four cities and one town in Napa County, five members were nominated by the Napa County Board of Supervisors, and five members were selected by the District's Board of Directors. A roster of committee members is included in Section V.

The Committee met on a monthly basis from September 2014 to May 2015, including a field trip where every member of the Committee viewed many District properties firsthand. The Committee also heard reports and updates from each of the municipal parks programs in Napa County, the Land Trust of Napa County, the Napa County Water Conservation and Flood Control District, and four regional park and open space districts from the greater San Francisco Bay Area. The Committee appreciates the thorough overview that District staff provided on the history of the District and their current maintenance and operations, as well as the challenges faced in meeting the broad demands of the the Master Plan.

A. Acquisition of Open Space

The Committee agrees that preservation of the most significant of the open space lands in Napa County has been and should continue to be the primary purpose of the District. The District has preserved more than 4,000 acres of open space by acquiring fee title from willing sellers and accepting donations of fee title and conservation easements from private property owners. Since all District transactions are voluntary, with no use or threat of eminent domain, the District needs to be able to act quickly when important properties are available for acquisition; there are not many second chances to secure and protect these significant open space areas.

Finding: The protection of significant open space lands is an important goal for the District.

Finding: The District has developed an excellent track record of acquiring open space lands and improving public access to the outdoors.

Finding: The District should be doing more in the future to achieve the goal of protecting open space lands.

Finding: Priority should be given to acquisitions that provide multiple benefits.

Discussion: As Napa continues to grow and develop, the need to set aside and permanently preserve open space for future generations is increasing. The most significant open space lands worthy of public investment are those that provide multiple benefits. For some on the Committee, significant open space lands are those that protect wildlife habitat, while others are primarily interested in public access and outdoor recreational opportunities. Protecting water quality and quantity in our rivers and lakes is seen as crucial, and the Committee agrees the most effective way to accomplish this is generally through overall watershed protection, rather than focusing just on the bodies of water themselves. Many on the Committee are interested in focusing on open space lands close to where the bulk of the population lives.

The District's acquisition of Moore Creek Park is an example of simultaneously achieving multiple objectives: (a) protection of three miles of year-round Moore Creek which is important to the City of Napa's municipal water supply, (b) protection of wildlife habitat that supports bear, bobcat, mountain lion and numerous other mammals, birds, amphibians and reptiles, and (c) providing over 15 miles of trails for hiking, bicycling and horseback riding within a 30 minute drive of the City of Napa.

B. Environmental Stewardship and Maintenance

The Committee agrees that taking good care of what the public already owns is an important goal for the District, and should continue be a priority in the future. Approximately one-quarter of the land in Napa County is publicly-owned; unfortunately, stewardship of these lands by their public agency managers has been inconsistent. The Committee applauds the fact that since its formation the District has placed considerable focus on improving the stewardship of both the natural resources and man-made infrastructure of these public lands.

Finding: Maintenance of existing open space lands, facilities and infrastructure is just as important as acquiring new open space areas.

marked by symptoms including excessive weight, heart and respiratory problems, ADD, anxiety and depression. Outdoor activities in natural settings have demonstrated efficacy in addressing these problems.

Outdoor recreation is also seen as essential for maintaining public support for Napa's agricultural economy. Protecting open space has been a core land use policy for Napa County for more than four decades. Nearly all of unincorporated Napa County is designated as either Agricultural Preserve or Agricultural Watershed/Open Space. The voters passed Measure J in 1990 to lock in these land use designations, and have repeatedly upheld and extended Measure J land use policies. However, the population of Napa County is growing increasingly urban; more than 80 percent of the residents of Napa County now live in its four cities and one town. Future voter support for open space protection depends on residents not only being able to see open space from the distance, but also being able to touch it, breath it in, witness wildlife up close, splash through the creeks, and generally have fun.

Finding: Expanding public recreational use of existing public lands is an important goal for the District, both for the mental and physical health benefits, and for maintaining and strengthening public support for Napa's agricultural economy.

Finding: The District has established a good track record expanding public recreational use of existing public lands, but more needs to be done.

Finding: Recognizing that not everyone shares the same recreational interests, the District has appropriately sought to provide a diverse range of recreational opportunities, including walking and hiking, mountain biking, horseback riding, playing in lakes and streams, family and group camping, and quiet contemplation of nature.

Finding: Construction of new natural trails as well as new paved regional trails that are compatible with the natural environment are both important goals for the District.

Finding: The protection and enjoyment of significant natural open space is the District's primary responsibility, with urban parks and organized sports primarily the responsibility of the county's four cities and one town. While recognizing these distinct roles, there may be value in the District and the municipalities working together to fund and strengthen their distinct yet complementary goals.

Discussion: The Committee supports the District working with the municipalities in Napa County to provide a full range and balance of outdoor recreational opportunities, provided this does not distract the District from its primary purpose of protecting significant open space areas. One potential partnership would be for the District to assist the cities' efforts to protect open spaces at their urban edges, and construct trails that connect urban and open space areas.

One example of an effective partnership between the District and the cities is the Napa River and Bay Trail. The District and the City of American Canyon have collaborated in constructing over five miles of Class I bicycle and pedestrian trail to and along the Napa River. The District, with easement and permit assistance from the City of Napa, has constructed another 0.7 miles of this trail under the Highway 29 bridge over the Napa River, and the County, the City of Napa and the District are working to continue this trail through the

III. The Future of the District

Regarding the future of the District, the Committee was asked to address three basic questions: (1) does the District's track record over the past three years justify its continued existence, (2) if yes, has it done enough or should it attempt to do more, and (3) if more should be done in the future, how should this be funded?

A. Pack it up, Status Quo, or Move Forward

Finding: The District has demonstrated an excellent track record of planning and implementing projects effectively and efficiently.

Finding: The Committee unanimously agrees that more is needed to preserve special places and land and water resources, provide nature-based recreation, and environmental education in Napa County.

Recommendation: The Committee unanimously recommends that the District should seek additional funding to accomplish its goals.

Discussion: All members of the Committee agree that the District's track record is exemplary and justifies its continued existence. The District has developed a creative "can do" approach, unusual among public agencies. For example, one of the District's first projects was to unravel complex issues associated with the historic Oat Hill Mine Road and re-open it to legal public recreational use, ending 30 years of controversy. Overall, the District has protected over 4,000 acres of open space and today operates approximately 40 miles of non-motorized recreational trails. Finally, the District has leveraged its funding from the Napa County Special Projects Fund with outside grants and donations at a ratio of over three to one. In addition, the District now generates nearly 40% of its budget from user fees and the rental of District assets, a remarkable rate of return for a public park agency, even while providing access to most of its facilities free of charge. District assets as of July 2014 totaled \$7.4 million, mostly consisting of open space lands owned by the District.

While impressive, the District's accomplishments pale compared to what is needed to preserve Napa County's most important remaining open space resources. Going forward, the District's existing financial capacity will be mostly consumed stewarding the resources, maintaining the infrastructure and providing public access for the 10 regional park areas and trails to which the District is already financially committed (the Core Park System). To do more, therefore, the District will need to develop additional sources of revenue. If new revenues are not forthcoming, the District will have no choice but to shift to a purely maintenance and operations mode.

The District currently utilizes about one-half of the grant it receives from the County to administer and maintain the parks and trails for which it is responsible. As shown in Exhibit Two, completion of the Core Park System is estimated to cost approximately \$21 million. Operating and maintaining the Core Park System once complete is estimated to cost a little over \$700,000 annually, net of park revenues. County

Recommendation: At this time, it appears the most promising potential funding measure that could meet the District's future funding needs involves partnering with the County to place a ¼ cent sales tax on the ballot to support park and open space purposes.

Discussion: The Committee considered several potential new taxes, including an increase in the Transient Occupancy Tax, two levels of parcel taxes (\$9 and \$23 per parcel), two levels of property taxes (\$3 and \$10 per \$100,000 assessed valuation), and two levels of sales tax (¼ cent and ½ cent). These are discussed in Exhibit Three. The parcel and property tax rates considered by the Committee were set based on successful tax measures for parks and open space that passed elsewhere in the San Francisco Bay Area in recent years. The sales tax rates considered by the Committee were based on sales tax rates that have passed elsewhere in the region.

In evaluating these potential revenue sources, the Committee considered the projected costs for enhancements to the Core Park System, as shown in Exhibit Two, and compared those with the level of revenue that each could generate, as shown in Exhibit Three. Three enhancements to the Core Park System were evaluated: an expanded environmental education program, an expanded land conservation program, and completion of the Bay Area Ridge Trail through Napa County. The cost of an expanded environmental education system was projected on the assumption that every student in Napa County would have one outdoor educational experience each year. The cost of an expanded land conservation program is based on District staff's estimate of the minimum amount that would be needed each year to be able to take advantage of opportunities to purchase fee title or conservation easements for key open space parcels as they become available.

The County's Transient Occupancy Tax (TOT) has been increased twice in the past decade, and at 14% is one of the highest rates in the nation. In the Committee's judgment it is not reasonable to consider another increase in the TOT at this time.

Regarding parcel taxes, most properties in Napa County already pay a wide variety of parcel taxes for education, mosquito abatement, storm water management, flood control and more. Parcel taxes are the most regressive of the tax options considered, since every property owner pays a flat rate regardless of the value of the property or the wealth of the property owner and/or tenant. Parcel taxes also don't have the potential to raise sufficient revenues to fund very much of the land preservation and stewardship purposes that the Committee believes the District should be its top priority.

Property taxes are limited because they can only be raised to pay off bonded indebtedness. Since bond funds can only be used for capital projects, any new property tax revenues could not be used to support operations and maintenance needs.

The Committee recommends the District explore the ¼ cent sale tax measure option because:

E. Partnering with Other Agencies and Organizations

The Committee heard formal presentations from Napa County's four cities and one town regarding their park and recreation programs and needs, from the Napa County Water Conservation and Flood Control District regarding its "living river" project and future unmet needs, and from the Land Trust of Napa County regarding its land conservation program.

Recommendation: The District should explore partnering with the cities within Napa County, and/or with the Napa County Water Conservation and Flood Control District, regarding any new tax measure.

Recommendation: Any new funding measure should set aside funds to be available as grants on a matching basis to other organizations to support projects that are consistent with the District's land preservation, stewardship, outdoor recreation and educational goals. This is an effective way to leverage limited public funds with the energy and resources of the non-profit community.

Discussion: The Committee supports the District working in partnership with other agencies and organizations to implement projects that are consistent with the District's primary goals of acquiring, taking care of and providing public access to open space lands. As a way to leverage limited District dollars with other public and non-profit resources, and to increase voter support, it may also make sense to propose a measure which provides some funding for distinct but compatible purposes, such as urban parks, municipal watersheds or programs to combat childhood obesity. With this in mind, the Committee supports cooperation and coordination with other agencies and organizations, subject to two cautionary observations: (1) the broader a measure's purposes the more thinly its revenues would have to be spread, thereby limiting its effectiveness, and (2) if purposes are too broad the result could be a reduction in support as voters become confused about what they are being asked to consider.

IV. Background Materials

The Committee reviewed numerous documents in the course of its deliberations, including:

1. Master Plan for the Napa County Regional Park and Open Space District (available at www.NapaOutdoors.org)
2. Master Plan 2012 Update (available at www.NapaOutdoors.org)
3. History of Revenues and Assets for the Napa County Regional Park and Open Space District (attached)
4. Projected Expenditures and Revenues for the Napa County Regional Park and Open Space District for General Administration, Completion and Operation of the Core Park System, and Potential Enhancements to the Core System (attached).
5. Revenue Estimates by Type of Funding Measure, for Hypothetical Countywide Tax Measures and Non-tax Funding Options (attached)

History of Revenues and Assets

prepared May 4, 2015

Fiscal Year	Revenues			Off-budget	Assets	
	County grant (3)	Program Revenues		Volunteer	Year-end Fund Balance (2)	Year-end Capital Assets
		Other Grants and Cash Donations	as Percentage of All Revenues	Services and		
				In-Kind Donations		
2006-7	\$170,136	\$0	0.00%	\$66,670	\$18,204	\$0
2007-8	\$376,579	\$6,906	0.00%	\$21,036	\$61,896	\$125,414
2008-9	\$673,129	\$2,535,000	0.18%	\$45,000	\$80,070	\$2,933,295
2009-10	\$470,899	\$33,332	2.51%	\$46,316	\$88,770	\$2,986,827
2010-11	\$744,710	\$173,473	1.16%	\$4,320,870	\$430,168	\$7,228,314
2011-12	\$322,324	\$1,146,942	5.94%	\$229,563	\$527,052	\$7,219,188
2012-13	\$926,850	\$178,570	24.88%	\$210,174	\$1,114,400	\$7,210,060
2013-14	\$688,413	\$137,803	38.39%	\$313,275	\$1,209,252	\$7,352,612
2014-2015	\$753,607	TBD	TBD	TBD	TBD	TBD
2015-16	\$811,638					

Notes

- 1) includes rents, user fees, and interest
- 2) includes both restricted and unrestricted funds
- 3) from County TOT Special Project Fund; prior to FY 2013-14, amount shown is amount actually used, not amount available from the County grant

Revenue Estimates by Type of Funding Measure

<u>Parcel Tax</u>					<u>Pros</u>	<u>Cons</u>
<u>Number of Parcels</u>	<u>Rate/Parcel/Year</u>	<u>Revenue/Year</u>	<u>Notes</u>			
51,124	\$9	\$460,116	most polls say this is low enough that 2/3 will support		operating or capital	more regressive than property tax or sales tax
	\$23	\$1,175,852	the highest rate that voters have approved for parks in the Bay Area		no need to form JPA with County	least ability to generate revenues
				regressivity can be reduced by exempting seniors, other low income property owners, and/or by having different rates for SFR, MFR, and commercial properties		
<u>Property Tax</u>					<u>Pros</u>	<u>Cons</u>
<u>Assessed Value</u>	<u>Rate/\$100,000/Year</u>	<u>Revenue/Year</u>	<u>Notes</u>			
\$30,667,288,288	\$3.18	\$975,220	rate=MROSD 2012 Measure AA		probably capable of raising more revenue than parcel tax	only for capital purposes
	\$10.00	\$3,066,729	rate=EBRPD 2008 Measure WW		more progressive than parcel tax	

Revenue Estimates by Type of Funding Measure

<u>Other Potential Funding Sources (non-exclusive)</u>		
<u>Type of Funding</u>	<u>Description</u>	<u>Pros</u> <u>Cons</u>
Mitigation Banking	Development projects often have to mitigate for environmental impacts. If District sets up approved program, it can get paid to provide the mitigation	not a tax; no need to get voter approval can only pay for limited range of projects tied to actions by others not a stable source of funds
Donations	The District can accept tax-deductible donations, with or without a non-profit foundation, though a foundation can raise visibility and thus effectiveness	not a tax; no need to get voter approval increases community engagement useful source of funds for "feel good" purposes may compete with other non-profit purposes not a stable source of funds requires considerable staff time
User Fees	Could include charges for day use fees, camping fees, pool fees, use of facilities for group events, merchandise sales, longer term leases and rents	not a tax; no need to get voter approval may price out some users would cause shift in priorities to most profitable projects agencies seldom get more than 10% to 30% of budget from user fees
General Purpose Taxes	County or cities could seek voter approval for general purpose tax increase (parcel, sales, TOT), and make a grant to the District	only requires 50%+1 voter approval no guarantee the County would use for parks voters may not trust County to spend on parks funds would compete with other governmental purposes

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Report to the City Council
Council Meeting of May 26th, 2015

Agenda Section: Consent Calendar

Subject: Resolution approving the First Amendment to an Agreement for Consulting Services with RGH Consultants in the amount of \$1,149.54 for Construction Management and Inspection Services for the St. Helena Wastewater Treatment and Reclamation Plant – Pond 1A Repair Project

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Approved By: Jennifer Phillips, City Manager

BACKGROUND

Qualified third party inspection of the Pond 1A Repair Project is the key to a successful project. This project required excavation and replacement of a clay liner in the pond. To ensure that the pond operates as designed it is critical to have qualified inspection to verify grade, specified compaction and moisture content of the clay liner and to manage construction activity and assist in the coordination of the project with plant operations staff.

On October 14, 2014, the City Council authorized the City Manager to execute a professional services agreement in the amount of \$26,660 with RGH Consultants of Napa to provide construction management and inspection for the Pond 1A Repair Project.

The City Council accepted the construction work by Gregory Equipment, Inc. and directed the filing of the Notice of Completion on February 10, 2015.

DISCUSSION

During the Pond 1A Repair project an addendum to the construction contract was issued that required the installation of a concrete wall to facilitate the loading and unloading of aerators into the pond. The inspection of this work was not included in RGH's original scope of work.

This amendment will compensate RGH for construction management and inspection services for reviewing concrete mix design, testing concrete strength, reviewing the

concrete forms, and reviewing placement of steel reinforcing bars. The amendment increases the total contract amount by \$1,149.54 from \$26,660.00 to \$27,809.54.

FISCAL IMPACT

The total amount of the amended agreement is \$27,809.54. The Project is funded through the Capital Improvement Project S-60, Pond 1A Repair Project utilizing \$400,000 of Wastewater Funds.

The Project expenditure summary is provided in the table below.

Phase	Amount
Engineering	\$ 30,000.00
Construction Management/Inspection	\$ 77,809.54
Construction	\$248,369.68
Total	\$356,179.22

The total Project cost of \$356,179.22 is less than the Project budget of \$400,000. The Project has been completed within budget and there is no need for budget adjustments.

RECOMMENDED ACTION

Approve the attached resolution authorizing the City Manager to execute a first amendment to agreement for consulting services with RGH Consultants in the amount of \$1,149.54 for Construction Management and Inspection services for the St. Helena Wastewater Treatment and Reclamation Plant – Pond 1A Repair Project.

ATTACHMENTS

1. Resolution
2. First Amendment to Agreement for Consulting Services
3. Original Agreement for Consulting Services

CITY OF ST. HELENA

RESOLUTION NO. 2015-

**APPROVING AN AMENDMENT FOR CONSULTING SERVICES WITH
RGH CONSULTANTS IN THE AMOUNT OF \$1,149.54 FOR THE ST. HELENA WASTEWATER
TREATMENT AND RECLAMATION PLANT – POND 1A REPAIR PROJECT**

RECITALS

- A. The City requires consulting services for construction management and inspection services for the St. Helena Wastewater Treatment and Reclamation Plant– Pond 1A Repair Project; and
- B. The City Engineer requested and RGH Consultants responded with a proposal for design and services; and
- C. The City Engineer has reviewed and evaluated the proposal received and otherwise confirmed RGH consultants has the skills, experience and qualifications to provide the desired services; and
- D. The attached amendment establishes the terms and conditions under which RGH consultants will provide the necessary services; and
- E. The City Attorney has reviewed and approved the agreement; and
- F. The amendment will be funded through Capital Fund S – 60 utilizing \$1,149.54 of wastewater funds.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Approve Agreement for Consulting Services with RGH Consultants.
- 2. The City Manager is authorized to execute the Agreement for Consulting Services with RGH Consultants.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Crull: _____

Councilmember Dohring: _____

Councilmember Pitts: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

**FIRST AMENDMENT
TO AGREEMENT FOR CONSULTANT SERVICES**

This First Amendment to Agreement for Pond 1A Repair Geotechnical Engineering and Construction management Services dated September 9, 2014 ("Agreement") is made as of this _____ day of _____, 2015, by and between the City of St. Helena, a municipal corporation ("City"), and RGH Consultants ("Consultant").

RECITALS

- A. On September 9, 2015 the City and Consultant entered into the Agreement for Consultant to provide Pond 1A Repair Geotechnical Engineering and Construction management Services
- B. Consulting work in the first phase of this contract consisted of soil testing and construction management for Pond 1A repair
- C. City and Consultant now desire to amend the Agreement for the purpose of inspecting and tested concrete retaining wall that was added to the project by addendum during the bidding period.

AGREEMENT

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and agreements herein contained, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

- 1. Section 1. Basic Services - perform construction inspection, testing and contract management for the installation of a concrete retaining wall on the south side of pond 1A.
- 2. Section 4. Compensation and Method of Payment

Section 4.A is amended to increase the total compensation payable to Consultant under the Agreement by \$1,149.54 and shall read as follows:

"Subject to any limitations set forth in this Agreement, City agrees to pay consultant the total compensation that shall not exceed \$27,809.54, unless additional compensation is approved in accordance with Section 2."

All other terms of the Agreement shall remain in full force and effect.

Entered as of the day and year first above stated.

CONSULTANT:

RGH Consultants
Signatures of Authorized Persons:

By: _____

CITY OF ST. HELENA
a Municipal Corporation

By: _____

Amendment to Agreement for Consultant Services

Print Name: Keith S. Gregory

Title: Vice President

Print Name: Jennifer Phillips

Title: City Manager

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

CITY OF ST. HELENA

RESOLUTION NO. 2014-70

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
RGH CONSULTANTS FOR POND 1A REPAIR GEOTECHNICAL ENGINEERING
AND CONSTRUCTIONMANAGEMENT SERVICES**

RECITALS

- A. The City requires construction management and inspection services for the St. Helena Wastewater Treatment and Reclamation – CIP No. S60 - Pond 1A Repair Project ; and
- B. The City Engineer requested and RGH Consultants responded with a proposal for construction management and inspection services; and
- C. The City Engineer has reviewed and evaluated the proposal received and otherwise confirmed RGH Consultants has the skills, experience and qualifications to provide the desired services; and
- D. The attached agreement establishes the terms and conditions under which RGH Consultants will provide the necessary services; and
- E. The City Attorney has reviewed and approved the agreement; and
- F. The agreement will be funded through the Capital Improvement Program S60 – Pond 1A Liner Repair Project utilizing \$26,660 of Wastewater Funds.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Approve Professional Services Agreement with RGH Consultants.
- 2. The City Manager is authorized to execute Professional Services Agreement with RGH Consultants.

Approved at a Regular Meeting of the St. Helena City Council on October 14, 2014 by the following vote:

Ayes: Councilmembers Pitts, White, Sculatti, Crull and Mayor Nevero
Noes: None
Absent: None
Abstain: None

APPROVED:


Ann Nevero
Mayor

ATTEST:


Cindy Black
City Clerk



Santa Rosa Office
1305 North Dutton Ave
Santa Rosa, CA 95401
P. 707-544-1072
F. 707-544-1082

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
P. 707-252-8105
F. 707-544-1082

Middletown Office
P.O. Box 852
Middletown, CA 95461
P. 707-987-4602
F. 707-987-4603

September 18, 2014 (Revised September 24, 2014)

City of St. Helena
Attention: Steven Palmer
Interim Director of Public Works
1480 Main Street
St. Helena, CA 94574
glenw@cityofstheleena.org

Revised Proposal
Geotechnical Engineering and
Construction Management Services During Construction
Wastewater Treatment Plant
Pond 1A Repair Project
St. Helena, California

Project Number: 5845.03 PW.2

We are pleased to submit this proposal to provide geotechnical engineering and construction management services during construction of the repairs to Pond 1A at the wastewater treatment plant in St. Helena, California. The attached Professional Services Agreement contains our recommended scope of services and corresponding fee estimate.

We appreciate the opportunity to provide continued services on this project and to submit this proposal. When you wish to proceed, please return one signed copy of the attached Professional Services Agreement, or your Standard Agreement for Engineering Services, to formalize your authorization.

Very truly yours,
RGH Consultants


Keith S. Gregory
Project Manager


Eric G. Chare
Senior Associate Engineer



KSG:EGC.kg lw
Two wet-signed and electronically submitted

s:\project files\5751-8000\5845\5845 03 pw 2 pond 1a construction management-inspection\proposal (revised) doc

Attachments: Professional Services Agreement
Schedule of Charges

Geotechnical, Geological and Laboratory Services



Santa Rosa Office
1305 North Dutton Ave
Santa Rosa, CA 95401
P: 707-544-1072
F: 707-544-1082

Napa Office
1041 Jefferson St. Suite 4
Napa, CA 94559
P: 707-252-8105
F: 707-544-1082

Middletown Office
P.O. Box 852
Middletown, CA 95461
P: 707-987-4602
F: 707-987-4603

PROFESSIONAL SERVICES AGREEMENT

Date: September 18, 2014 (Revised September 24, 2014)
Project Number: 5845.03 PW 2
Project Name: Pond 1A Repair Project
Project Location: St. Helena, California
Client: City of St. Helena
Street Address: 1480 Main Street
City, State and Zip Code: St. Helena, California 94574

Project Description: Client retains RGH Consultants (RGH), wholly owned and operated by RGH Geotechnical and Environmental Consultants Inc. to provide geotechnical observation and testing and construction management services during construction of the proposed repairs to Pond 1A at the wastewater treatment plant in St. Helena, California. The results of our geotechnical consultation during design of the repair project were presented in a report for Bennett Engineering dated September 18, 2014. The project plans and specifications prepared by Bennett Engineering and the recommendations in our report will be the guidelines for the work.

The pond repair will involve removing the existing wooden baffles and post supports from the bottom of the pond and installing a soil liner on the bottom and berms of the pond. The soil liner will be comprised of 18-inches of the existing clay and 6-inches of clay soils from a borrow area southwest of the pond on the treatment plant property.

Geotechnical Engineering Scope of Services

The scope of our geotechnical engineering services is based on knowledge of the soil conditions gained from our consultation during design of the repair project, experience obtained during construction of similar projects and scheduling discussions with Steven Palmer with the City of St. Helena. As recommended in the supplemental services section of our report, we will provide intermittent on-site observation with field and laboratory testing during site stripping, over-excavation and placement of all liner fills. The results of our observations and testing will be made available to the contractor on the job site so that timely corrective action might be taken, if required. Upon completion, we will summarize the results of our work in a letter report, including field and laboratory data.

Geotechnical, Geological and Laboratory Services

Construction Management Scope of Services

If requested, we will provide construction management services in addition to our geotechnical engineering services. The construction management services will include

- Preparation of daily field reports documenting contractor activity and a weekly statement of working days
- Assistance in preparation of City directed CCOs, and review of contractor initiated CCOs;
- Attendance at weekly construction progress meetings with the contractor engineer and the City;
- Serve as central point of contact for contractor correspondence with the City and the engineer (e.g. Submittal logs and PCO logs).

Fee: RGH proposes to perform the geotechnical engineering and construction management services indicated above on a time-and-expense basis in accordance with the attached Schedule of Charges. The Schedule of Charges is subject to change by RGH on 30 days written notice to client. Based on our discussions with Mr. Glen Wright we understand the project is to be completed in 40 calendar days. On that basis our estimated fee can be itemized as follows.

TASK OR COST ITEMS	VISITS UNITS	HRS/VISIT HRS/UNIT	COST/HR COST/UNIT	COST
Site Grading	30 visits	4 hrs/visit	\$100/hr	\$12,000
Nuclear Density Tests & Mobile Laboratory	30	---	\$90/day	\$2,700
Laboratory Tests Compaction Curves	2	---	\$230	\$460
Construction Management	30 visits	3 hrs/visit	\$100/hr	\$9,000
Project Administration, Report	---	---	---	\$2,500
TOTAL ESTIMATED COST				\$26,660

This estimate includes our fee for laboratory, clerical and office engineering support services during construction. Our total fee could vary depending on the actual construction procedures and rate of progress. These, in turn, are dependent on soil conditions encountered and the prevailing weather. We will keep you advised of our charges by issuing progress billings, and will inform you of any changes in conditions which might significantly affect our fee. The above estimate does not include charges for observation and retesting of the repair of unsatisfactory work.

The following general conditions are incorporated into and made part of this Professional Services Agreement:

GENERAL CONDITIONS

1. **STANDARD OF CARE** - Services performed by RGH under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession practicing in the same locality under similar conditions at the time the services are provided. No other representation, express or implied, and no warranty or guarantee is included or intended in this agreement, or in any report, opinion, document or otherwise. RGH's analysis and recommendations will be based upon the results of borings, or other investigative work. Client recognizes that subsurface conditions may change with time or vary from those encountered at the location where borings or explorations are made by RGH and that the data interpretations and recommendations of RGH are based solely on the information available. RGH will not be responsible for interpretation or use by others of the information developed by RGH.
2. **EXCLUSIONS** - Unless agreed to, in writing, RGH's scope of work does not include evaluation of soil contamination; soil chemistry, corrosivity; groundwater contaminations; potential hazardous materials; presence or absence of wetlands; approval of or observation of the installation of construction materials; or establishing or verifying construction lines and grades.
3. **RIGHT OF ENTRY** - Client shall provide for RGH's right to enter from time to time property owned by Client and/or others in order for RGH to fulfill the scope of services included herein. Client understands that use of exploration equipment may cause some damage, the correction of which is not part of this agreement. Client also understands that the discovery of certain conditions and/or taking preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against RGH and agrees to defend, indemnify and hold RGH harmless from any claim or liability for injury or loss allegedly arising from procedures associated with subsurface exploration activities or discovery of hazardous materials or suspected hazardous materials.
4. **SUBTERRANEAN STRUCTURES** - Client is responsible for accurately delineating the locations of all subterranean structures (e.g. utilities, underground tanks, etc.) RGH will take reasonable precautions to avoid known subterranean structures, and Client waives any claim against RGH, and agrees, to defend, indemnify, and hold RGH harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to or caused by subterranean structures not identified or accurately located.
5. **JOB SITE SAFETY** - Client agrees that in accordance with generally accepted construction practices, the construction contractor will be required by the Client to assume complete responsibility for job site conditions during the course of construction, including safety of persons and property. Neither the professional activities of RGH nor the presence of RGH employees or subcontractors, shall be construed to imply that RGH has any responsibility for methods of work performance, superintendence, sequencing of construction or safety in, on or about the job site.

6. **SAMPLES** - RGH will dispose of all remaining soil and rock samples forty-five (45) calendar days after submission of the report covering those samples. Further storage or transfer of samples can be made at Client's expense upon Client's written request. Should any of these samples be contaminated by hazardous substances or suspected hazardous substances, it is the Client's responsibility to select and arrange for lawful disposal procedures; that is, procedures which encompass removing the contaminated samples, from RGH's custody and transporting them to a disposal site. Client is advised that, in all cases, prudence and good judgment should be applied in selecting and arranging for lawful disposal procedures. Accordingly, unless Client indicates otherwise within the forty-five (45) day period referenced above, Client hereby instructs RGH to make arrangements, as Client's agent, for proper transportation and disposal of samples with appropriate licensed parties. Due to the risks to which RGH is exposed, Client agrees to waive any claim against RGH, and to defend, indemnify and hold RGH harmless from any claim or liability for injury or loss arising from RGH's service as Client's agent in arranging for proper transportation and disposal of contaminated samples, as well as any claim or liability for injury or loss arising from RGH's containing, labeling, transporting, testing, storing or other handling of contaminated samples.
7. **NOTIFICATION OF HAZARDOUS MATERIALS** - When hazardous materials are known, assumed or suspected to exist at a site, RGH is required to take appropriate precautions to protect the health and safety of all personnel, to comply with applicable laws and regulations and to follow procedures that RGH deems prudent to minimize risk to employees and the public. Client hereby warrants that if he knows or has any reason to assume or suspect that hazardous materials may exist at the project site, he has so informed RGH. Client also warrants that he has done his best to inform RGH of such known or suspected hazardous materials' type, quantity and location.
8. **MONITORING** - If RGH is retained to provide a site representative to monitor specific portions of construction work or other field services as set forth in the proposal, then the following applies: For the specified assignment, RGH representatives will report observations and professional opinions to Client or his designated representative. No action of RGH can be construed as altering any agreement between Client and others. RGH will report to Client any observed RGH related work which, in RGH's professional opinion, does not conform with plans and specifications. RGH has no right to reject or stop work of any agent of the Client. Such rights are reserved solely for Client. Furthermore, RGH's presence on site does not in any way guarantee the completion or quality of the performance of the work of any party retained by Client to provide field or construction related services.
9. **TERMINATION** - Upon the event of substantial failure of performance in accordance with the terms herein by the other party, either party may terminate this agreement upon seven (7) days written notice. In the event of termination by either party, RGH shall be paid for services performed to the termination notice date plus reasonable termination expenses including the cost of completing analyses, records and reports necessary to document project status at time of termination, costs advanced to other companies or laboratories and for equipment purchased specifically for this project.
10. **LIMITATION OF LIABILITY** - Client agrees to limit RGH's liability to the Client and all third parties arising from RGH's professional acts, errors or omissions, such that the total aggregate liability of RGH shall not exceed \$50,000 or RGH's total fee for the services rendered on this project, whichever is greater. (Upon Client's written request, RGH and Client may agree to increase the limitation to a greater amount in exchange for a negotiated

increased in RGH's fee, provided that they amend this Agreement in writing). Client further agrees to require of the contractor and its subcontractors an identical limitation of RGH's aggregate liability for all damages suffered by Client, the contractor and/or the subcontractors arising from RGH's professional acts, errors or omissions. Neither RGH nor any of its subcontractors assumes any liability for damages to others that may arise on account of RGH's professional acts, errors or omissions, except as otherwise set forth herein.

11. **OWNERSHIP OF DOCUMENTS** - Unless indicated otherwise in specific project contracts, all documents prepared by RGH for the client shall remain the property of RGH. Any reuse or modification of the Work by Owner or anyone obtaining it through Owner will be at Owner's sole risk and without liability to Consultant. Owner will defend, indemnify and hold Consultant harmless from all third party claims, demands, actions, and expenses (including reasonable attorney's fees, expert fees, and other costs of defense) arising out of or in any way related to the reuse or modification of the Work by Owner or anyone obtaining it through Owner.
12. **BILLING AND PAYMENT** - RGH will submit invoices to the Client at least monthly and a final bill upon completion of services. Payment is due within thirty (30) days from date of invoice. Client agrees to pay an additional charge of one-and-one-half (1.5) percent per month or the maximum rate allowed by law on a delinquent account, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. If Client objects to all or any portion of the invoice, Client will notify RGH in writing within fourteen (14) days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice not in dispute. The parties will immediately make every effort to settle the disputed portion of the invoice. All time and expenses incurred (including attorney's fees) in connection with collection of any delinquent amount will be paid by Client to RGH per RGH's current fee schedules. In the event Client fails to pay RGH within sixty (60) days after invoices are rendered, Client agrees that RGH will have the right to consider the failure to pay RGH's invoice as a breach of this agreement.
13. **MAINTENANCE OBLIGATIONS** - Client and RGH agree that inspection, maintenance and normal repair are the exclusive obligation of the owner of the structure. Consultant shall have no responsibility for the inspection, maintenance, and normal repair of any portion of the project, and shall have no financial or other responsibility for damages arising out of the failure to inspect, maintain, or repair the Project. The ultimate owner's exclusive responsibility for inspection, maintenance, and repair shall be included in the CC&Rs for the project and all Purchase and Sale Agreements. The CC&Rs shall require a reasonable reserve account for these purposes. To facilitate the allocation of responsibility for inspection, maintenance, and repair, owner shall include a non-exclusive maintenance manual to all purchasers.

AUTHORIZATION: Subject to receipt of appropriate retainer the undersigned agrees to the terms and conditions of this Professional Services Agreement

Very truly yours
RGH Consultants

Keith S. Gregory
Project Manager

Eric G. Chase
Senior Associate Engineer



KSG:EGC kg:lw
Two wet signed and electronically submitted

s:\project files\5751-6000\5845\5845 03 pw.2 pond 1a construction management- n\inspection\proposal (revised) doc

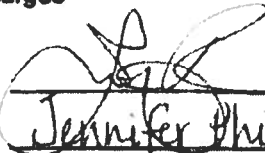
Attachment: Schedule of Charges

Client Signature:

Client Printed Name:

Position:

Date:


Jennifer Phillips
City Manager
10/14/14

Please provide the following information so we may update our records:

Telephone Number

707-967-2792

Mobile Number:

Fax Number:

707-963-7748

E-mail Address

jenniferp@cityofsthelena.org



Santa Rosa Office
 1305 North Du Pont Ave
 Santa Rosa, CA 95401
 P: 707-544-1072
 F: 707-544-1082

Napa Office
 1041 Jefferson St Suite 4
 Napa, CA 94559
 P: 707-252-8105
 F: 707-544-1082

Middletown Office
 P O Box 812
 Middletown CA 95461
 P: 707-987-4602
 F: 707-987-4603

PREVAILING WAGE SCHEDULE OF CHARGES **Effective August 1, 2014**

Unless agreed otherwise, work is charged for on a time and expense basis in accordance with the following schedule of charges

PERSONNEL

Principal.....	\$170/hour
Senior Associate.....	\$150/hour
Associate.....	\$140/hour
Project Manager.....	\$135/hour
Senior Engineer.....	\$130/hour
Senior Geologist.....	\$125/hour
Project Engineer/Geologist.....	\$105/hour
Staff Engineer/Geologist.....	\$100/hour
Field Engineer.....	\$100/hour
Graphics.....	\$70/hour
Report Typing/Reproduction.....	\$60/hour

EQUIPMENT

Nuclear Density Gauge/Mobile Laboratory.....	\$90/day
Water Level Indicator.....	\$35/day
Slope Inclinator Instrument.....	\$150/day
Pachometer.....	\$25/day
Coring Machine.....	\$300/day
Stormwater Sampling Equipment.....	\$50/day
Specialty Software (i.e. SLOPE/W, EZ-FRISK, VolFlo).....	\$25/hour

OTHER

Travel time is charged at regular rates. Vehicle mileage is charged at the current federal rate. For court appearance, expert witness testimony, or deposition the charge is \$235 per hour for the principal, associate, and project level professional and \$150 per hour for all others, payable in advance. Four and eight hour minimums apply for court appearance.

Time worked in excess of 8 hours per day and Saturday/night work will be charged at 1.5 times the hourly rate. Time worked in excess of 12 hours per day and Sundays/holidays will be charged at 2 times the hourly rate.

Outside services including laboratory analysis, consultants, subcontractors, equipment not listed above, outside reproduction, aerial photographs, meals, lodging, shipping and special equipment or services not listed above are charged at cost plus 20 percent.

Geotechnical Engineering Proposal

While you cannot eliminate all such risks, you can manage them. The following information is provided to help:

Have Realistic Expectations; Apply Appropriate Preventives

live, non-ferrous metal for corrosion while, for example, stainless steel is commonly used for stainless steel. Do not support them in a manner consistent with your professional judgment and engineering preferences.

Realize That Geoenvironmental Issues Have Not Been Covered

The equipment, techniques, and knowledge used to perform this is a commercial study differ significantly from those used to perform a geotechnical study. *Geology is not the same as geotechnical engineering. The report that results will not reflect any geotechnical engineering, analysis, or design considerations.* If any potential environmental problems have led to numerous ground failures, if you have not yet obtained your own geoenvironmental information, ask your client to get a geotechnical consultant for risk management purposes. Do not rely on an engineering report prepared for someone else.

Obtain Professional Assistance To Deal with Mold

Diverse strategies can be applied during building design, construction, installation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building spaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, if a geotechnical engineer who would lead this project is **not** a mold prevention consultant, **none of the services being offered have been designed or proposed for the purpose of mold prevention.**

Have the Geotechnical Engineer Work with Other Design Professionals and Constructors

After design team members finish their portion of a geotechnical engineering report has resulted in costly problems. Manage that risk by hav-

ing the geotechnical engineer consult with other professionals involved in the design team before finalizing the same. Geotechnical engineers have not been trained to design, analyze, or construct the rest of the structure. *Geotechnical engineers do not perform design of the design team members' plans and specifications.*

Include the use of a geotechnical consultant's client list in your report to assist in the selection of future clients. The project is not a completed engineering report. Use appropriate language in your client list to help clients obtain the geotechnical engineer to perform construction and preconstruction conferences and to perform construction quality control.

Read Responsibility Provisions Closely

Client design professionals and constructors who do not recognize that geotechnical engineering is less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disagreements, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers should prominently include a list of explanatory provisions in their proposals, including limited "limitations." Many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help clients receive a better understanding of their own responsibilities and risks, thus to encourage more realistic scopes of service. *Read this proposal's provisions closely.* Ask questions. Your geotechnical engineer should respond fully and promptly.

Rely on Your ASFE-Member Geotechnical Engineer for Additional Assistance

Membership in ASFE/The Best People builds the extensive geotechnical engineering and a wide array of risk management techniques that can be of your company to providing involved with a construction project. Contact an ASFE member geotechnical engineer for more information. Contact a <mailto:info@asfe.org> or ASFE website. ASFE member and its website.

ASFE
The Best People on Earth

ASFE/The Best People is a non-profit organization dedicated to the advancement of the geotechnical engineering profession and the public good. We are a global organization with a strong presence in the United States and a growing presence in other countries. We are a member of the International Society for Geotechnical Engineering (ISGE) and the International Association of Geotechnical Engineers (IAGE).

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Client#: 1172

RGHGEOTEC

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/02/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland, CA 94604-2675 510 465-3090		CONTACT NAME: PHONE (A/C, No, Ext): 510 465-3090 FAX (A/C, No): 510 452-2193 E-MAIL ADDRESS:															
INSURED RGH Geotechnical & Environmental Consultants Inc 1305 North Dutton Avenue Santa Rosa, CA 95401		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Hartford Casualty Insurance Co.</td> <td>29424</td> </tr> <tr> <td>INSURER B: Hartford Ins. Co of Midwest</td> <td>37478</td> </tr> <tr> <td>INSURER C: Travelers Property Casualty Co</td> <td>25674</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: Hartford Casualty Insurance Co.	29424	INSURER B: Hartford Ins. Co of Midwest	37478	INSURER C: Travelers Property Casualty Co	25674	INSURER D:		INSURER E:		INSURER F:	
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER POLICY ☒ PROJECT ☐ LOC		57SBWBH2703	11/18/2014	11/18/2015	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Eg occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS COMP/OP AGG \$4,000,000
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS		BA6107L06A	11/18/2014	11/18/2015	COMBINED SINGLE LIMIT (Eg accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS MADE DED RETENTION \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	57WEGGI2854	11/18/2014	11/18/2015	WC STATUTORY LIMITS OTHER E L EACH ACCIDENT \$1,000,000 E L DISEASE EA EMPLOYEE \$1,000,000 E L DISEASE POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

PROJECT NAME: Wastewater Treatment Plant Pond 1A Repair

The City of St. Helena, its agents, officers, officials, employees and volunteers are Additional Insured to General Liability and Auto per policy form wording. Waiver of Subrogation applies to Worker's Compensation coverage per policy form wording.

CERTIFICATE HOLDER

CANCELLATION

City of St. Helena
 Department of Public Works
 Christina Hartley, Office Assistance
 1480 Main Street
 Saint Helena, CA 94574-0000

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Shardell, CDCU

POLICY NUMBER: BA6107L06A

BUSINESS AUTOMOBILE LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

DESIGNATED INSURED ENDORSEMENT (CA 20 48)

Name of Person(s) or Organization(s)

City of St Helena

BUSINESS AUTO COVERAGE

Each person or organization indicated above is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in SECTION II of the Coverage Form.

PROJECT NAME: Wastewater Treatment Plant Pond 1A Repair The City of St. Helena, its agents, officers, officials, employees and volunteers

CA20 48 07 97

Christina Cook

From: Mark Ferguson <mferguson@remif.com>
Sent: Tuesday, April 28, 2015 7:54 AM
To: Christina Cook
Subject: RE: RGH Ins Waiver Request

Chrissy,

This looks fine to me.

Mark Ferguson
REMIF
General Manager
707-938-2388 ex 12

From: Christina Cook [mailto:ChristinaC@cityofsthelena.org]
Sent: Friday, April 24, 2015 3:00 PM
To: Mark Ferguson
Subject: RGH Ins Waiver Request

Hi,

Please review.

Thank you.

Chrissy Cook
Administrative Assistant
Public Works Department
City of St. Helena
1480 Main Street
St. Helena, CA 95474
(707) 967-2792 phone
(707) 963-7748 fax



AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT, made and entered into on _____, 2014 by and between the City of St. Helena, located in the County of Napa, State of California (City), and **RGH Consultants** (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as **Pond 1A Repair Geotechnical Engineering and Construction Management Services**.

B. Consultant has represented that Consultant has the necessary expertise, experience, and qualifications to perform the required duties.

NOW, THEREFORE, in consideration of the mutual premises, covenants, and conditions herein contained, the parties agree as follows:

SECTION 1 – BASIC SERVICES

Consultant agrees to perform the services set forth in **Exhibit A, “Scope of Services”** and made part of this Agreement.

SECTION 2 – ADDITIONAL SERVICES

Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or **Exhibit A, “Scope of Services”**, unless such additional services and compensation are authorized in advance and in writing by the City Council or City Manager of the City.

SECTION 3 – TIME FOR COMPLETION

The time for completion of services shall be as identified in **Exhibit A, “Scope of Services”**.

SECTION 4 – COMPENSATION AND METHOD OF PAYMENT

A. Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in Exhibit B, “Compensation”, attached hereto and made a part hereof. Total compensation shall not exceed **\$26,660.00** unless additional compensation is approved in accordance with Section 2.

B. Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories if applicable: labor (by sub-category), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. City shall independently review each

invoice submitted to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. If no charges or expenses are disputed, the invoice shall be approved and City will use its best efforts to cause Consultant to be paid within 30 days of receipt of invoice. If any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. If the City reasonably determines, in its sole judgment, that the invoiced charges and expenses exceed the value of the services performed to date and that it is probable that the Agreement will not be completed satisfactorily within the contract price, City may retain all or a portion of the invoiced charges and expenses. Within thirty (30) days of satisfactory completion of the project, City shall pay the retained amount, if any, to Consultant.

C. Payment to the Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

SECTION 5 – STANDARD OF PERFORMANCE

Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

SECTION 6 – INSPECTION AND FINAL ACCEPTANCE

City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's work within sixty (60) days after submitted to City, unless the parties mutually agree to extend such deadline. City shall reject work by a timely written explanation, otherwise Consultant's work shall be deemed to have been accepted. City's acceptance shall be conclusive as to such work except with respect to latent defects and fraud. Acceptance of any of Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, the sections pertaining to indemnification and insurance.

SECTION 7 – INSURANCE REQUIRED

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees, as indicated:

- A. Minimum Scope of Insurance. Coverage shall be at least as broad as:
1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
 2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).

3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

B. Minimum Limits of Insurance. Consultant shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, as applicable. If Commercial General Liability Insurance or other form with a General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease.

C. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions of \$25,000 or greater must be declared to and approved by the City.

D. Other Insurance Provisions. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its agent, officers, officials, employees, and volunteers are to be covered as additional insured as respects: liability arising out of work or operations performed by the Consultant or Consultant's subconsultants; or automobile owned, leased, hired or borrowed by the Consultant.
2. For any claims related to Consultant's conduct while performing the work of this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subsection (b) of Section 2782 of the Civil Code.

E. Waiver of Subrogation. The workers compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its agents, officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City.

F. The Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the City.

G. Verification of Coverage. Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on forms that conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

SECTION 8 – INDEMNIFICATION

A. Consultant shall indemnify and hold harmless City, its agents, officers, officials, employees, and volunteers from any and all claims, demands, suits, loss, damages, injury, and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of Consultant, its officers, agents, employees and subcontractors, or any of them, under or in connection with this Agreement; and Consultant agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against City, its agents, officers, officials, employees and volunteers, or any of them, arising out of such negligent or otherwise wrongful act or omission, and to pay and satisfy any resulting judgments.

B. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, professional engineer, or land surveyor (“design professional”), the provisions of this section regarding Consultant’s duty to defend and indemnify apply only to claims that arise out of or relate to the negligence, recklessness, or willful misconduct of the design professional.

C. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant’s expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to Indemnification in order to be so indemnified. The insurance required to be maintained by Consultant shall ensure Consultant’s obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

D. The provisions of this section do not apply to claims to the extent occurring as a result of the City’s sole negligence or willful acts or misconduct.

SECTION 9 – INDEPENDENT CONTRACTOR STATUS

A. Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner, nor to incur an obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

B. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City.

C. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

SECTION 10 – CONFLICTS OF INTEREST

A. Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent, or subcontractor without the express written consent of the City Manager. Consultant agrees to at all times avoid conflicts with the interests of City in the performance of this Agreement.

B. City understands and acknowledges that Consultant is, as of the date of execution of this Agreement, independently involved in the performance of non-related services for other governmental agencies and private parties. Consultant is aware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 11 – OWNERSHIP OF DOCUMENTS

A. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. When requested by City, but no later than three years after project completion, Consultant shall deliver to City all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

B. All copyrights, patents, trade secrets, or other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, improvements, developments, works of authorship, or other products developed or created by Consultant during the course of providing services (collectively the "Work Product") shall belong exclusively to City. The Work Product shall be considered a "work made for hire" within the meaning of Title 17 of the United States Code. Without reservation, limitation, or condition, Consultant hereby assigns, at the time of creation of the Work Products, without any requirement of further consideration, exclusively

and perpetually, any and all right, title, and interest Consultant may have in the Work Product throughout the world, including without limitation any copyrights, patents, trade secrets, or other intellectual property rights, all rights of reproduction, all rights to create derivative works, and the right to secure registrations, renewals, reissues, and extensions thereof.

SECTION 12 – CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION

A. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

B. Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered “voluntary” provided consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys fees, caused by or incurred as a result of Consultant’s conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response.

SECTION 13 – SUSPENSION OF WORK

City may, at any time, by ten (10) days written notice suspend further performance by Consultant. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and Consultant shall be paid for services performed and reimbursable expenses incurred prior to the suspension date.

SECTION 14 – COMPLIANCE WITH LAW

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

SECTION 15 – COMPLIANCE WITH CIVIL RIGHTS

During the performance of this contract, Consultant agrees as follows:

A. Equal Employment Opportunity. In connection with the execution of this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, ancestry, age, sexual orientation, physical handicap, medical condition, marital status, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training including apprenticeship.

B. Nondiscrimination Civil Rights Act of 1964. Consultant will comply with all federal regulations relative to nondiscrimination to federally-assisted programs.

C. Solicitations for Subcontractors including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations, made by Consultant for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by Consultant of Consultant's obligations under this Agreement and the regulations relative to nondiscrimination.

SECTION 16 – RECORDS

A. Records of Consultant's direct labor costs, payroll costs, and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a generally recognized accounting basis and made available to City if and when required for a period of up to 3 years from the date of Consultant's final invoice.

B. Consultant's records and design calculations will be available for examination and audit if and as required. The cost of any reproductions shall be paid by City.

SECTION 17 – COOPERATION BY CITY

All public information, data, reports, records, and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in the Exhibit A, "Scope of Services", shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

SECTION 18 – NOTICES

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by facsimile or first class mail, addressed as follows:

To City: City Manager
1480 Main Street
St. Helena, California 94574

To Consultant: RGH Consultants
1305 North Dutton Ave
Santa Rosa, CA 94501

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, or, if mailed, three (3) days after deposit in the custody of the U.S. Postal Service.

SECTION 19 – TERMINATION

A. City may terminate this Agreement, with or without cause, at any time by giving ten (10) days written notice of termination to Consultant. If such notice is given, Consultant shall cease immediately all work in progress.

B. If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant, or City may terminate this Agreement immediately upon written notice.

C. Upon termination of this Agreement by either Consultant or City, all property belonging to City which is in Consultant's possession shall be delivered to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in this Agreement.

SECTION 20 – ATTORNEY FEES

If litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorneys' fees, costs and expenses, in addition to any other relief to which it may be entitled. In addition, any legal fees, costs and expenses incurred to enforce the provisions of this Agreement shall be reimbursed to the prevailing party.

SECTION 21 – ENTIRE AGREEMENT

This Agreement, including the attached Exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or

other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 22 – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties. However, this Agreement shall not be assigned by Consultant without written consent of the City.

SECTION 23 – CONTINUITY OF PERSONNEL

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the services required under this Agreement, prior to any such performance.

SECTION 24 – DEFAULT

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

SECTION 25 – WAIVER

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.

SECTION 26 – LAW TO GOVERN; VENUE

This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Napa. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Northern District of California, in San Francisco.

SECTION 27 – SEVERABILITY

If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

SECTION 28 – SPECIAL PROVISIONS

This Agreement is subject to the following special provisions: none.

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions above stated, the day and year first above written.

Consultant:

City:

By: _____

By: _____

Name: _____

Name: Jennifer Phillips

Title: _____

Title: City Manager

Exhibit A, "Scope of Services"



Santa Rosa Office
1305 North Dutton Ave
Santa Rosa, CA 95401
P: 707-544-1072
F: 707-544-1082

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
P: 707-252-8105
F: 707-544-1082

Middletown Office
P.O. Box 852
Middletown, CA 95461
P: 707-987-4602
F: 707-987-4603

September 18, 2014 (Revised September 24, 2014)

City of St. Helena
Attention: Steven Palmer
Interim Director of Public Works
1480 Main Street
St. Helena, CA 94574
glenw@cityofstheleena.org

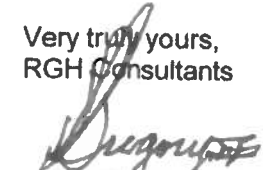
Revised Proposal
Geotechnical Engineering and
Construction Management Services During Construction
Wastewater Treatment Plant
Pond 1A Repair Project
St. Helena, California

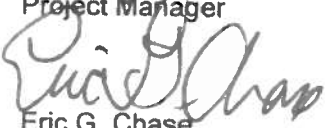
Project Number: 5845.03.PW.2

We are pleased to submit this proposal to provide geotechnical engineering and construction management services during construction of the repairs to Pond 1A at the wastewater treatment plant in St. Helena, California. The attached Professional Services Agreement contains our recommended scope of services and corresponding fee estimate.

We appreciate the opportunity to provide continued services on this project and to submit this proposal. When you wish to proceed, please return one signed copy of the attached Professional Services Agreement, or your Standard Agreement for Engineering Services, to formalize your authorization.

Very truly yours,
RGH Consultants


Keith S. Gregory
Project Manager


Eric G. Chase
Senior Associate Engineer



KSG:EGC:kg:lw

Two wet-signed and electronically submitted

s:\project files\5751-6000\5845\5845.03.pw.2 pond 1a construction management-inspection\proposal (revised) doc

Attachments: Professional Services Agreement
Schedule of Charges

Geotechnical, Geological and Laboratory Services



Santa Rosa Office
1305 North Dutton Ave
Santa Rosa, CA 95401
P: 707-544-1072
F: 707-544-1082

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
P: 707-252-8105
F: 707-544-1082

Middletown Office
P.O. Box 852
Middletown, CA 95461
P: 707-987-4602
F: 707-987-4603

PROFESSIONAL SERVICES AGREEMENT

Date: September 18, 2014 (Revised September 24, 2014)

Project Number: 5845.03.PW.2

Project Name: Pond 1A Repair Project

Project Location: St. Helena, California

Client: City of St. Helena

Street Address: 1480 Main Street

City, State and Zip Code: St. Helena, California 94574

Project Description: Client retains RGH Consultants (RGH), wholly owned and operated by RGH Geotechnical and Environmental Consultants, Inc., to provide geotechnical observation and testing and construction management services during construction of the proposed repairs to Pond 1A at the wastewater treatment plant in St. Helena, California. The results of our geotechnical consultation during design of the repair project were presented in a report for Bennett Engineering dated September 18, 2014. The project plans and specifications prepared by Bennett Engineering and the recommendations in our report will be the guidelines for the work.

The pond repair will involve removing the existing wooden baffles and post supports from the bottom of the pond and installing a soil liner on the bottom and berms of the pond. The soil liner will be comprised of 18-inches of the existing clay and 6-inches of clay soils from a borrow area southwest of the pond on the treatment plant property.

Geotechnical Engineering Scope of Services

The scope of our geotechnical engineering services is based on knowledge of the soil conditions gained from our consultation during design of the repair project, experience obtained during construction of similar projects, and scheduling discussions with Steven Palmer with the City of St. Helena. As recommended in the supplemental services section of our report, we will provide intermittent on-site observation with field and laboratory testing during site stripping, over-excavation and placement of all liner fills. The results of our observations and testing will be made available to the contractor on the job site so that timely corrective action might be taken, if required. Upon completion, we will summarize the results of our work in a letter report, including field and laboratory data.

Construction Management Scope of Services

If requested, we will provide construction management services in addition to our geotechnical engineering services. The construction management services will include:

- Preparation of daily field reports documenting contractor activity and a weekly statement of working days;
- Assistance in preparation of City directed CCOs, and review of contractor initiated CCOs;
- Attendance at weekly construction progress meetings with the contractor, engineer and the City;
- Serve as central point of contact for contractor correspondence with the City and the engineer (e.g. Submittal logs and PCO logs).

Fee: RGH proposes to perform the geotechnical engineering and construction management services indicated above on a time-and-expense basis in accordance with the attached Schedule of Charges. The Schedule of Charges is subject to change by RGH on 30 days written notice to client. Based on our discussions with Mr. Glen Wright we understand the project is to be completed in 40 calendar days. On that basis our estimated fee can be itemized as follows:

TASK OR COST ITEMS	VISITS UNITS	HRS/VISIT HRS/UNIT	COST/HR COST/UNIT	COST
Site Grading	30 visits	4 hrs/visit	\$100/hr	\$12,000
Nuclear Density Tests & Mobile Laboratory	30	---	\$90/day	\$2,700
Laboratory Tests Compaction Curves	2	---	\$230	\$460
Construction Management	30 visits	3 hrs/visit	\$100/hr	\$9,000
Project Administration, Report	---	---	---	\$2,500
TOTAL ESTIMATED COST				\$26,660

This estimate includes our fee for laboratory, clerical and office engineering support services during construction. Our total fee could vary depending on the actual construction procedures and rate of progress. These, in turn, are dependent on soil conditions encountered and the prevailing weather. We will keep you advised of our charges by issuing progress billings, and will inform you of any changes in conditions which might significantly affect our fee. The above estimate does not include charges for observation and retesting of the repair of unsatisfactory work.

The following general conditions are incorporated into and made part of this Professional Services Agreement:

GENERAL CONDITIONS

1. **STANDARD OF CARE** - Services performed by RGH under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession practicing in the same locality under similar conditions at the time the services are provided. No other representation, express or implied, and no warranty or guarantee is included or intended in this agreement, or in any report, opinion, document or otherwise. RGH's analysis and recommendations will be based upon the results of borings, or other investigative work. Client recognizes that subsurface conditions may change with time or vary from those encountered at the location where borings or explorations are made by RGH and that the data interpretations and recommendations of RGH are based solely on the information available. RGH will not be responsible for interpretation or use by others of the information developed by RGH.
2. **EXCLUSIONS** - Unless agreed to, in writing, RGH's scope of work does not include evaluation of soil contamination; soil chemistry; corrosivity; groundwater contaminations; potential hazardous materials; presence or absence of wetlands; approval of or observation of the installation of construction materials; or establishing or verifying construction lines and grades.
3. **RIGHT OF ENTRY** - Client shall provide for RGH's right to enter from time to time property owned by Client and/or others in order for RGH to fulfill the scope of services included herein. Client understands that use of exploration equipment may cause some damage, the correction of which is not part of this agreement. Client also understands that the discovery of certain conditions and/or taking preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against RGH, and agrees to defend, indemnify and hold RGH harmless from any claim or liability for injury or loss allegedly arising from procedures associated with subsurface exploration activities or discovery of hazardous materials or suspected hazardous materials.
4. **SUBTERRANEAN STRUCTURES** - Client is responsible for accurately delineating the locations of all subterranean structures (e.g. utilities, underground tanks, etc.). RGH will take reasonable precautions to avoid known subterranean structures, and Client waives any claim against RGH, and agrees, to defend, indemnify, and hold RGH harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to or caused by subterranean structures not identified or accurately located.
5. **JOB SITE SAFETY** - Client agrees that in accordance with generally accepted construction practices, the construction contractor will be required by the Client to assume complete responsibility for job site conditions during the course of construction, including safety of persons and property. Neither the professional activities of RGH, nor the presence of RGH employees or subcontractors, shall be construed to imply that RGH has any responsibility for methods of work performance, superintendence, sequencing of construction, or safety in, on or about the job site.

6. **SAMPLES** - RGH will dispose of all remaining soil and rock samples forty-five (45) calendar days after submission of the report covering those samples. Further storage or transfer of samples can be made at Client's expense upon Client's written request. Should any of these samples be contaminated by hazardous substances or suspected hazardous substances, it is the Client's responsibility to select and arrange for lawful disposal procedures; that is, procedures which encompass removing the contaminated samples, from RGH's custody and transporting them to a disposal site. Client is advised that, in all cases, prudence and good judgment should be applied in selecting and arranging for lawful disposal procedures. Accordingly, unless Client indicates otherwise within the forty-five (45) day period referenced above, Client hereby instructs RGH to make arrangements, as Client's agent, for proper transportation and disposal of samples with appropriate licensed parties. Due to the risks to which RGH is exposed, Client agrees to waive any claim against RGH, and to defend, indemnify and hold RGH harmless from any claim or liability for injury or loss arising from RGH's service as Client's agent in arranging for proper transportation and disposal of contaminated samples, as well as any claim or liability for injury or loss arising from RGH's containing, labeling, transporting, testing, storing or other handling of contaminated samples.
7. **NOTIFICATION OF HAZARDOUS MATERIALS** - When hazardous materials are known, assumed or suspected to exist at a site, RGH is required to take appropriate precautions to protect the health and safety of all personnel, to comply with applicable laws and regulations and to follow procedures that RGH deems prudent to minimize risk to employees and the public. Client hereby warrants that if he knows or has any reason to assume or suspect that hazardous materials may exist at the project site, he has so informed RGH. Client also warrants that he has done his best to inform RGH of such known or suspected hazardous materials' type, quantity and location.
8. **MONITORING** - If RGH is retained to provide a site representative to monitor specific portions of construction work or other field services as set forth in the proposal, then the following applies: For the specified assignment, RGH representatives will report observations and professional opinions to Client or his designated representative. No action of RGH can be construed as altering any agreement between Client and others. RGH will report to Client any observed RGH related work which, in RGH's professional opinion, does not conform with plans and specifications. RGH has no right to reject or stop work of any agent of the Client. Such rights are reserved solely for Client. Furthermore, RGH's presence on site does not in any way guarantee the completion or quality of the performance of the work of any party retained by Client to provide field or construction related services.
9. **TERMINATION** - Upon the event of substantial failure of performance in accordance with the terms herein by the other party, either party may terminate this agreement upon seven (7) days written notice. In the event of termination by either party, RGH shall be paid for services performed to the termination notice date plus reasonable termination expenses including the cost of completing analyses, records and reports necessary to document project status at time of termination, costs advanced to other companies or laboratories and for equipment purchased specifically for this project.
10. **LIMITATION OF LIABILITY** - Client agrees to limit RGH's liability to the Client and all third parties arising from RGH's professional acts, errors or omissions, such that the total aggregate liability of RGH shall not exceed \$50,000 or RGH's total fee for the services rendered on this project, whichever is greater. (Upon Client's written request, RGH and Client may agree to increase the limitation to a greater amount in exchange for a negotiated

increased in RGH's fee, provided that they amend this Agreement in writing). Client further agrees to require of the contractor and its subcontractors an identical limitation of RGH's aggregate liability for all damages suffered by Client, the contractor and/or the subcontractors arising from RGH's professional acts, errors or omissions. Neither RGH nor any of its subcontractors assumes any liability for damages to others that may arise on account of RGH's professional acts, errors or omissions, except as otherwise set forth herein.

11. **OWNERSHIP OF DOCUMENTS** - Unless indicated otherwise in specific project contracts, all documents prepared by RGH for the client shall remain the property of RGH. Any reuse or modification of the Work by Owner or anyone obtaining it through Owner will be at Owner's sole risk and without liability to Consultant. Owner will defend, indemnify and hold Consultant harmless from all third party claims, demands, actions, and expenses (including reasonable attorney's fees, expert fees, and other costs of defense) arising out of or in any way related to the reuse or modification of the Work by Owner or anyone obtaining it through Owner.
12. **BILLING AND PAYMENT** - RGH will submit invoices to the Client at least monthly and a final bill upon completion of services. Payment is due within thirty (30) days from date of invoice. Client agrees to pay an additional charge of one-and-one-half (1.5) percent per month or the maximum rate allowed by law on a delinquent account, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. If Client objects to all or any portion of the invoice, Client will notify RGH in writing within fourteen (14) days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice not in dispute. The parties will immediately make every effort to settle the disputed portion of the invoice. All time and expenses incurred (including attorney's fees) in connection with collection of any delinquent amount will be paid by Client to RGH per RGH's current fee schedules. In the event Client fails to pay RGH within sixty (60) days after invoices are rendered, Client agrees that RGH will have the right to consider the failure to pay RGH's invoice as a breach of this agreement.
13. **MAINTENANCE OBLIGATIONS** - Client and RGH agree that inspection, maintenance, and normal repair are the exclusive obligation of the owner of the structure. Consultant shall have no responsibility for the inspection, maintenance, and normal repair of any portion of the project, and shall have no financial or other responsibility for damages arising out of the failure to inspect, maintain, or repair the Project. The ultimate owner's exclusive responsibility for inspection, maintenance, and repair shall be included in the CC&Rs for the project and all Purchase and Sale Agreements. The CC&Rs shall require a reasonable reserve account for these purposes. To facilitate the allocation of responsibility for inspection, maintenance, and repair, owner shall include a non-exclusive maintenance manual to all purchasers.

AUTHORIZATION: Subject to receipt of appropriate retainer the undersigned agrees to the terms and conditions of this Professional Services Agreement.

Very truly yours,
RGH Consultants


Keith S. Gregory
Project Manager


Eric G. Chase
Senior Associate Engineer



KSG:EGC:kg:lw

Two wet-signed and electronically submitted

s:\project files\5751-6000\5845\5845.03.pw.2 pond 1a construction management-inspection\proposal (revised) doc

Attachment: Schedule of Charges

Client Signature: _____

Client Printed Name: _____

Position: _____

Date: _____

Please provide the following information so we may update our records:

Telephone Number: _____

Mobile Number: _____

Fax Number: _____

E-mail Address: _____



Santa Rosa Office
1305 North Dutton Ave
Santa Rosa, CA 95401
P: 707-544-1072
F: 707-544-1082

Napa Office
1041 Jefferson St, Suite 4
Napa, CA 94559
P: 707-252-8105
F: 707-544-1082

Middletown Office
P.O. Box 852
Middletown, CA 95461
P: 707-987-4602
F: 707-987-4603

PREVAILING WAGE SCHEDULE OF CHARGES **Effective August 1, 2014**

Unless agreed otherwise, work is charged for on a time and expense basis in accordance with the following schedule of charges:

PERSONNEL

Principal.....	\$170/hour
Senior Associate.....	\$150/hour
Associate.....	\$140/hour
Project Manager.....	\$135/hour
Senior Engineer.....	\$130/hour
Senior Geologist.....	\$125/hour
Project Engineer/Geologist.....	\$105/hour
Staff Engineer/Geologist.....	\$100/hour
Field Engineer.....	\$100/hour
Graphics.....	\$70/hour
Report Typing/Reproduction.....	\$60/hour

EQUIPMENT

Nuclear Density Gauge/Mobile Laboratory.....	\$90/day
Water Level Indicator.....	\$35/day
Slope Inclinator Instrument.....	\$150/day
Pachometer.....	\$25/day
Coring Machine.....	\$300/day
Stormwater Sampling Equipment.....	\$50/day
Specialty Software (i.e. SLOPE/W, EZ-FRISK, VolFlo).....	\$25/hour

OTHER

Travel time is charged at regular rates. Vehicle mileage is charged at the current federal rate. For court appearance, expert witness testimony, or deposition the charge is \$235 per hour for the principal, associate, and project level professional and \$150 per hour for all others, payable in advance. Four and eight hour minimums apply for court appearance.

Time worked in excess of 8 hours per day and Saturday/night work will be charged at 1.5 times the hourly rate. Time worked in excess of 12 hours per day and Sundays/holidays will be charged at 2 times the hourly rate.

Outside services including laboratory analysis, consultants, subcontractors, equipment not listed above, outside reproduction, aerial photographs, meals, lodging, shipping and special equipment or services not listed above are charged at cost plus 20 percent.

Important Information About This Geotechnical Engineering Proposal

Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.

While you cannot eliminate all such risks, you can manage them. The following information is provided to help.

Participate in Development of the Subsurface Exploration Plan

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

Expect the Unexpected

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did

whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

Have Realistic Expectations; Apply Appropriate Preventives

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk "Catch-22" situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report's recommendations when another firm performs the services needed to evaluate the recommendations' adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project's geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not

have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

Realize That Geoenvironmental Issues Have Not Been Covered

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

Obtain Professional Assistance To Deal with Mold

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project *is not a mold prevention consultant; none of the services being offered have been designed or proposed for the purpose of mold prevention.*

Have the Geotechnical Engineer Work with Other Design Professionals and Constructors

Other design team members' misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by hav-

ing your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members' plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

Read Responsibility Provisions Closely

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled "limitations," many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal's provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

Rely on Your ASFE-Member Geotechnical Engineer for Additional Assistance

Membership in ASFE/The Best People on Earth exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with an ASFE member geotechnical engineer for more information. Confirm a firm's membership in ASFE by contacting ASFE directly or at its website.



8811 Colesville Road/Suite G106, Silver Spring, MD 20910
Telephone: 301/565-2733 Facsimile: 301/589-2017
e-mail: info@asfe.org www.asfe.org

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Report to the City Council
Council Meeting of May 26, 2015

Agenda Section: Consent Calendar

Subject: Accepting the Work and Directing the Filing of the Notice of Completion for the St. Helena Water Storage Tank 1A, CIP Project W-83

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities

Prepared By: Steven Palmer, PE – Director of Public Works/City Engineer

Approved By: Jennifer Phillips, City Manager

BACKGROUND

In 2009, the California Department of Public Health (CDPH) expressed concerns about the viability of Water Storage Tank 1 due to severe corrosion. In the 2011 annual inspection, CDPH issued a mandate that Tank 1 be replaced by September 2014.

On August 14, 2012 the City Council awarded a contract to Preload Inc. (Preload) in the amount of \$1,467,320.00 for the construction of a new Water Tank 1A. As of March 10, 2015, minor punch list items were addressed, the construction of Tank 1A was substantially complete, completed, and the tank is currently in service and being operated by City staff.

Preload has completed all work required by the contract, and the Project is ready for acceptance and filing of the Notice of Completion (NOC). If no liens or claims have been filed within 35 days of filing the NOC with the Napa County Recorder, the City will release all retained funds and any additional remaining amount(s) due to Preload.

DISCUSSION

The original contract amount was for \$1,467,320.00. Preload performed additional work at the request of the City. On May 28, 2013 the City Council approved that work and Change Order 1 in the amount of \$16,383.46. Additionally, in April 2014 the Director of Public Works approved Change Order 2 in the amount of \$10,943.80. These change orders addressed several changes to reflect existing conditions and City initiated changes. The total contract amount including the change orders is \$1,494,947.26.

FISCAL IMPACT

The construction contract amount is \$1,494,947.26. The Project is funded through the CIP Project W-83 – Water storage Tank 1A Replacement utilizing Water Funds.

The Project expenditure summary is provided in the table below.

Description	Amount
Preliminary engineering and design	\$ 132,872.99
Construction management/inspection	\$ 495,822.75
Original Contract	\$1,467,320.00
Contract Change Orders	\$ 27,327.26
Total	\$2,123,343.00

The total Project CIP cost of \$2,123,343.00 is within the current project budget, and there is no need for budget adjustments.

RECOMMENDED ACTION

Approve the attached Resolution to accept the work and direct the filing of the Notice of Completion for Water Storage Tank 1A, Capital Project W-83

ATTACHMENTS

1. Resolution
2. Notice of Completion

CITY OF ST. HELENA

RESOLUTION NO. 2015-

**ACCEPTING THE WORK AND DIRECTING THE
FILING OF THE NOTICE OF COMPLETION FOR
WATER STORAGE TANK 1A, PROJECT W-83**

RECITALS

- A. On August 14, 2012 the City Council awarded the Water Storage Tank 1A, Project W-83 to Preload, Inc. for a total bid of \$1,467,320.00.
- B. On May 28, 2013, the City Council approved a change order in the amount of \$16,383.46.
- C. In April 2014, the Director of Public Works approved Change Order 2 in the amount of \$10,943.80.
- D. Preload, Inc. has completed the work in accordance with the contract documents for the Project.
- E. If no liens or claims have been filed within 35 days of filing the Notice of Completion, the retained payment funds and any remaining amount due will be released to Preload.

RESOLUTION

The City Council of the City of St. Helena hereby resolves as follows:

- 1. The work performed by Preload, Inc. under the subject contract is accepted as complete.
- 2. The Public Works Director/City Engineer is authorized to prepare a Notice of Completion and the City Clerk directed to file a Notice of Completion with the Napa County Recorder.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Crull:	_____
Councilmember Dohring:	_____
Councilmember Pitts:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

"A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document."

Recording Requested By:

City of St Helena
1480 Main Street
St Helena, CA 94574

**Exempt From Recording Fees Per
Government Code Sec. 27383****When Recorded Mail To:**

City Clerk
City of St. Helena
1480 Main Street
St. Helena, CA 94574

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is an owner of an interest of estate in the hereinafter described real property, the nature of which interest or estate is: fee simple.
2. The full name and address of the undersigned owner and of any and all co-owners are:

Name	Street and No.	City	State
City of St Helena	1480 Main Street	St Helena	CA

3. On the 10th of March, 2015, there was completed upon the hereinafter described real property a work of improvement as a whole and described as follows: **Water Storage Tank 1A, CIP Project W-83**

4. The name of the original contractor for the work of improvement as a whole was: **Preload Inc.**

5. The real property herein referred to is situated in the City of St Helena, County of Napa, State of California, and described as follows: **Louis Stralla Water Treatment Plant.**

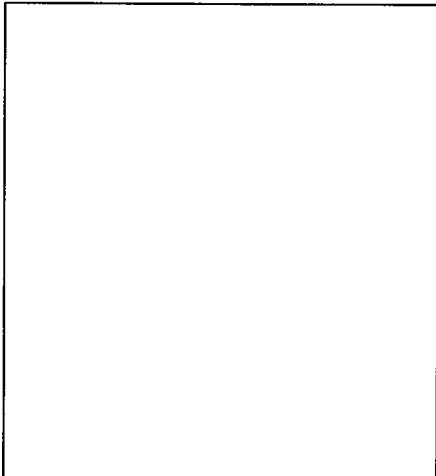
6. The street address of the property is: **410 Chrystal Springs Road, St. Helena CA 94574**

By: _____

Owner's Authorized Agent's Signature – Sign Before Notary

Steven Palmer, Public Works Director/City Engineer

STATE OF CALIFORNIA
COUNTY OF NAPA



On _____, (date), before me,
_____ (name and title of officer), personally
appeared Steven Palmer, who proved to me on the basis of satisfactory evidence to
be the person(s) whose name(s) is/are subscribed to the within instrument and
acknowledged to me that he/she/they executed the same in his/her/their authorized
capacity(ies), and that by his/her/their signature(s) on the instrument the person(s),
or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature



**Report to the City Council
Council Meeting of May 26, 2015**

Agenda Section: Consent Calendar

Subject: Resolution Accepting the Work and Directing the Filing of the Notice of Completion for the St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Approved By: Jennifer Phillips, City Manager

BACKGROUND

Water Quality Control Board Order No. R2-2010-0105 requires the City to complete a condition assessment of the entire collection system using video inspection. Based on this analysis, the city is also required to prioritize and establish a schedule for replacement or rehabilitation of sewer facilities by December 2015.

Over the past 5 years, city crews have televised approximately 70,000 linear feet of sewer main. This contract cleaned and videoed the remaining 48,000 linear feet of the systems sewer main. Based on these sewer main video inspection results, city staff will develop and prioritize future sewer main repair and replacement capital improvement projects.

On November 25, 2014 the City Council approved the plans and specifications for the work and authorized the bid request for the Project. Coastline Water Resources, Inc. (Coastline) was awarded the contract for this work at the City Council meeting on January 27, 2015. Coastline has completed all work required by the contract, and the Project is ready for acceptance and filing of the Notice of Completion (NOC). If no liens or claims have been filed within 35 days of filing the NOC with the Napa County Recorder, the City will release all retained funds and any additional remaining amount(s) due to Coastline Water Resources, Inc.

DISCUSSION

The original contract amount was for \$79,777.95, and the Public Works Director is authorized to approve change orders not to exceed 10% of the contract amount (\$7,977.80). Coastline Water Resources, Inc. performed additional work at the request of the City, and the Public Works Director approved that work and the

change order in the amount of \$5,915.95. This change order adjusted quantities to match the actual length of pipe that was cleaned and video inspected. The total contract amount including the change order is \$85,693.60.

FISCAL IMPACT

The construction contract amount is \$85,693.60. The Project is funded through the Capital Improvement Project S38 – Sewer Rehabilitation utilizing Wastewater Funds.

The Project expenditure summary is provided in the table below.

Description	Amount
Engineering and Inspection by Staff	Included in operating budget
Original Contract	\$79,777.95
Contract Change Order	\$ 5,915.95
Total	\$85,693.60

The total Project CIP cost of \$85,693.60 is less than the S-38 Project fund balance of \$94,363.94. The Project has been completed within budget and there is no need for budget adjustments.

RECOMMENDED ACTION

Approve the attached Resolution to accept the work and direct the filing of the Notice of Completion for St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38.

ATTACHMENTS

1. Resolution
2. Notice of Completion

CITY OF ST. HELENA
RESOLUTION NO. 2015-

**ACCEPTING THE WORK AND DIRECTING THE FILING
OF THE NOTICE OF COMPLETION FOR ST. HELENA
SEWER MAIN CLEANING AND TV INSPECTION
PROJECT, CAPITAL PROJECT S-38**

RECITALS

- A. At its November 25, 2014 regularly scheduled meeting City Council authorized Adoption of Resolution Approving the Plans, Specifications; and Authorizing the Bid Request for the St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38; and
- B. On January 27, 2015 the City Council awarded the St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38 to Coastline water Resources, Inc. for a total base bid of \$79,777.95 and authorized the Public Works Director to approve change orders not to exceed 10% of the contract amount.
- C. The Public Works Director has approved a change order in the amount of \$5,915.95.
- D. Coastline Water Resources, Inc. has completed the work in accordance with the contract documents for this Project.
- E. If no liens or claims have been filed within 35 days of filing the Notice of Completion, the retained payment funds and any remaining due will be released to Coastline Water Resources, Inc.

RESOLUTION

The City Council of the City of St. Helena resolves as follows:

- 1. The work performed by Coastline Water Resources, Inc. under the subject contract is accepted.
- 2. The Public Works Director/City Engineer is authorized to prepare a Notice of Completion and the City Clerk directed to file a Notice of Completion for the St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38 with the Napa County Recorder.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith:

Vice Mayor White:

Councilmember Crull:

Councilmember Dohring:

Councilmember Pitts:

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

"A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document."

Recording Requested By:

City of St Helena
1480 Main Street
St Helena, CA 94574

**Exempt From Recording Fees Per
Government Code Sec. 27383****When Recorded Mail To:**

City Clerk
City of St. Helena
1480 Main Street
St. Helena, CA 94574

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1 The undersigned is an owner of an interest of estate in the hereinafter described real property, the nature of which interest or estate is: fee simple.

2 The full name and address of the undersigned owner and of any and all co-owners are:

Name	Street and No.	City	State
City of St Helena	1480 Main Street	St Helena	CA

3 On the 10th of April, 2015, there was completed upon the hereinafter described real property a work of improvement as a whole and described as follows: **St. Helena Sewer Main Cleaning and TV Inspection Project, Capital Project S-38**

4 The name of the original contractor for the work of improvement as a whole was: **Coastline Water Resources**

5 The real property herein referred to is situated in the City of St Helena, County of Napa, State of California, and described as follows: **St. Helena Wastewater Enterprise Wastewater Collection System**

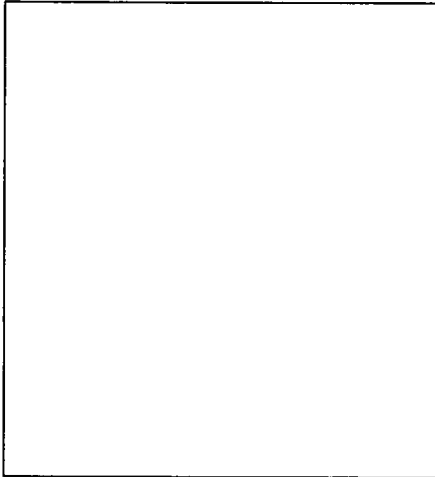
6 The street address of the property is: **Various Locations, St. Helena Ca, 94574**

By: _____

Owner's Authorized Agent's Signature – Sign Before Notary

Steven Palmer, Public Works Director/City Engineer

**STATE OF CALIFORNIA
COUNTY OF NAPA**



On _____, (date), before me,
_____ (name and title of officer), personally
appeared Steven Palmer, who proved to me on the basis of satisfactory evidence to
be the person(s) whose name(s) is/are subscribed to the within instrument and
acknowledged to me that he/she/they executed the same in his/her/their authorized
capacity(ies), and that by his/her/their signature(s) on the instrument the person(s),
or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature



Report to the City Council
Council Meeting of May 26th, 2015

Agenda Section: Consent Calendar

Subject: Resolution approving the Second Amendment to Agreement for Consulting Services with Bennett Engineering Services Inc. in the amount of \$26,000 for On-Call Consulting Services for the Wastewater Treatment and Reclamation Plant

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Approved By: Jennifer Phillips, City Manager

BACKGROUND

On June 10, 2014 the City Council, by resolution, entered into the Agreement with Bennett Engineering Services Inc. to provide engineering design for Pond 1A Repair Project, regulatory assistance, and technical support for the Wastewater Treatment and Reclamation Plant (WWTRP) in an amount not to exceed \$30,000.

On September 9, 2014 the City Council, by resolution, amended the Agreement for Bennett Engineering Services, Inc. to include field investigation, regulatory compliance support, and engineering construction support for the Pond 1A Repair Project, Capital Improvement Project S-60. This first amendment increased the amount of the agreement by \$50,000 to a total not to exceed amount of \$80,000.

DISCUSSION

Staff requires additional assistance with Regional Water Quality Control Board (RWQCB) reporting, support related to Upper Valley discovery, technical support for wastewater operations staff, and Technical support for National Pollution Discharge Elimination System (NPDES) permit and reclamation permit renewal application.

Bennett Engineering Services, Inc. has submitted a proposal to amend their existing contract to include these services. Staff has reviewed and evaluated the proposal received and reaffirms that Bennett Engineering Services, Inc. has the skills, expertise, and qualifications necessary to provide the desired services.

This second amendment will increase the total amount of the agreement by \$26,000 from \$80,000 to a total not to exceed amount of \$106,000.

FISCAL IMPACT

This second amendment to the agreement will be funded by \$22,000 from Capital Improvement Project S-60, Pond 1A Repair Project, and \$4,000 from Capital Improvement Project S-47, Regulatory Compliance Permit Renewal.

This will increase the total project cost for Capital Improvement Project S-60, Pond 1A Repair Project from \$355,029.68 to \$377,029.68; which is less than the Project budget of \$400,000.

Capital Improvement Project S-47, Regulatory Compliance Permit Renewal is an ongoing project that the City has used to budget for regulatory compliance issues that have arisen over the last several years. Funding this agreement in the amount of \$4,000 is within the current Project budget of \$327,031.80.

Budget adjustments are not required for this action.

RECOMMENDED ACTION

Staff recommends the City Council of the City of St. Helena, by resolution, authorize the City Manager to execute the second amendment to agreement for consulting services with Bennett Engineering Services Inc. in the amount of \$26,000 for On-Call Consulting Services for the WWTRP.

ATTACHMENTS

1. Resolution
2. Second Amendment to the Agreement for Consulting Services

CITY OF ST. HELENA

RESOLUTION NO. 2015-

**APPROVING THE SECOND AMENDMENT FOR CONSULTING SERVICES WITH
BENNETT ENGINEERING SERVICES INC. IN THE AMOUNT OF \$26,000 FOR ON-CALL
CONSULTING SERVICES FOR THE WASTEWATER TREATMENT AND RECLAMATION
PLANT (WWTRP)**

RECITALS

- A. On June 10, 2014 the City and Consultant entered into the Agreement for Bennett Engineering Services Inc. in the amount of \$30,000 to provide On-Call Consulting Services for the WWTRP; and
- B. On September 9, 2014 the City and Bennett Engineering Services Inc. amended the Agreement in the amount of \$50,000 to provide Design Services and Construction Support for the WWTRP Pond 1A Clay Liner Repair; and
- C. City and Bennett Engineering Services Inc. now desire to amend the Agreement in the amount of \$26,000 for the purpose providing additional On-Call Consulting Services for the WWTRP.
- D. The attached second amendment establishes the terms and conditions under which Bennett Engineering Services Inc. will provide the necessary services; and
- E. The City Attorney has reviewed and approved the agreement; and
- F. The second amendment will be funded through Capital Project S – 47 in the amount of \$4,000, and Capital Project S – 60 in the amount of \$22,000.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Approve Second Amendment to Agreement for Consulting Services with Bennett Engineering Services Inc.
- 2. The City Manager is authorized to execute the Second Amendment to the Agreement for Consulting Services with Bennett Engineering Services Inc. in the amount of \$26,000 for on-call consulting services for the wastewater treatment and reclamation plant.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith:	_____
Vice Mayor White:	_____
Councilmember Crull:	_____
Councilmember Dohring:	_____
Councilmember Pitts:	_____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

**SECOND AMENDMENT
TO AGREEMENT FOR CONSULTANT SERVICES
WITH BENNETT ENGINEERING INC.**

This Second Amendment to Agreement for On-Call Consulting Services for the Waste Water Treatment and Reclamation Plant (WWTRP) dated June 10, 2014 ("Agreement") is made as of this _____ 2015, by and between the City of St. Helena, a municipal corporation ("City"), and Bennett Engineering Services Inc. ("Consultant").

RECITALS

- A. On June 10, 2014 the City and Consultant entered into the Agreement for Consultant to provide On-Call Consulting Services for the WWTRP; and
- B. On September 9, 2014 the City and Consultant amended the Agreement for Consultant to provide Design Services and Construction Support for the WWTRP Pond 1A Repair Project; and
- C. City and Consultant now desire to Amend the Agreement for the purpose providing additional On-Call Consulting Services for the WWTRP.

AGREEMENT

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and agreements herein contained, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1. Section 1. Basic Services

Consultant agrees to perform the services set forth in the attached Exhibit A and made part of this agreement.

2. Section 4. Compensation and Method of Payment

Section 4.A is amended to increase the total compensation payable to Consultant under the Agreement by \$26,000 to read as follows:

"Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in Exhibit A, attached hereto and made a part hereof. Total compensation shall not exceed \$106,000, unless additional compensation is approved in accordance with Section 2."

All other terms of the Agreement shall remain in full force and effect.

Entered as of the day and year first above stated.

CONSULTANT:
Bennett Engineering Services Inc.

CITY OF ST. HELENA
a Municipal Corporation

Signatures of Authorized Persons:

By: _____

Print Name: _____

Title: _____

By: _____
Jennifer Phillips
City Manager

APPROVED AS TO FORM:

By: _____
Thomas B. Brown
City Attorney

ATTEST:

By: _____
Cindy Black
City Clerk

Attachment: Exhibit A - Scope of Services

EXHIBIT A – SCOPE OF SERVICES

The Scope of work for this Second Amendment includes:

- a. Continued RWQCB correspondence and compliance support.
- b. Additional support for Upper Valley discovery requests.
- c. Operations troubleshooting and support at the Wastewater Treatment Plant.
- d. Technical support for NPDES and Reclamation Permit renewal application.

All work will be performed and billed on a time and materials basis, under the authorization and direction of the Public Works Director.

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Report to the City Council
Council Meeting of May 26th, 2015

Agenda Section: Consent Calendar

Subject: Resolution approving a Professional Services Agreement with Geosphere Consultants Inc. in the amount of \$17,911.28 for Geotechnical Services related to the St. Helena Water Storage Tank 1A, CIP Project W-83

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Approved By: Jennifer Phillips, City Manager

BACKGROUND

In 2009, the California Department of Public Health (CDPH) expressed concerns about the viability of Water Storage Tank 1 due to severe corrosion. In the 2011 annual inspection, CDPH issued a mandate that Tank 1 be replaced by September 2014.

On August 14, 2012 the City Council awarded a contract to Preload Inc. (Preload) in the amount of \$1,467,320.00 for the construction of a new Water Tank 1A. As of March 10, 2015, minor punch list items were addressed, the construction of Tank 1A was substantially complete, completed, and the tank is currently in service and being operated by City staff.

Prior to the start of construction, the City of St. Helena hired Geosphere Consultants Inc. (Geosphere) to perform material testing and specialty inspections services in conjunction with the construction of Tank 1A. The original amount estimated for Geosphere's work was \$14,640.00.

DISCUSSION

During construction, additional geotechnical testing was required and performed by Geosphere in order to verify that Preload's work complied with the construction specifications. This resulted in an increase of the cost of Geosphere's work by \$3,271.28 from \$14,640.00 to \$17,911.28. Geosphere has completed all work in a satisfactory manner and has been paid for portions of the work. The amount of this agreement will not exceed \$17,911.28.

FISCAL IMPACT

The professional services agreement in the amount of \$17,911.28 is funded through the CIP Project W-83 – Water storage Tank 1A Replacement utilizing Water Funds.

The Project expenditure summary is provided in the table below.

Description	Amount
Preliminary engineering and design	\$ 132,872.99
Construction management/inspection	\$ 495,822.75
Original Contract	\$1,467,320.00
Contract Change Orders	\$ 27,327.26
Total	\$2,123,343.00

The total Project CIP cost of \$2,123,343.00 is within the current project budget, and there is no need for budget adjustments.

RECOMMENDED ACTION

Staff recommends the City Council of the City of St. Helena, by resolution, authorize the City Manager to execute a professional services agreement with Geosphere Consultants Inc. in the amount of \$17,911.28 for Geotechnical Services related to the St. Helena Water Storage Tank 1A, CIP Project W-83.

ATTACHMENTS

1. Resolution
2. Professional Services Agreement

CITY OF ST. HELENA

RESOLUTION NO. _____

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
GEOSPHERE CONSULTING INC. IN THE AMOUNT OF \$17,911.28 FOR
GEOTECHNICAL SERVICES RELATED TO THE ST. HELENA WATER STORAGE TANK
1A, CIP PROJECT W-83**

- A. The City requires consulting services for geotechnical services for material testing associated with the Tank 1A replacement project; and
- B. The City Engineer requested and Geosphere Consulting Inc. responded with a proposal for geotechnical services; and
- C. The City Engineer has reviewed and evaluated the proposal received and otherwise confirmed that Geosphere Consulting Inc. has the skills, experience and qualifications to provide the desired services; and
- D. The attached agreement establishes the terms and conditions under which Geosphere Consulting Inc. will provide the necessary services; and
- E. The City Attorney has reviewed and approved the agreement; and
- F. The agreement will be funded through Capital Project W-83 utilizing \$17,911.28.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

1. Approve Professional Services Agreement with Geosphere Consulting Inc.
2. The City Manager is authorized to execute the Professional Services Agreement with Geosphere Consulting Inc. in the amount of \$17,911.28 for geotechnical services related to the St. Helena Water Storage Tank 1A, CIP Project W-83.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith: _____
Vice Mayor White: _____
Councilmember Crull: _____
Councilmember Dohring: _____
Councilmember Pitts: _____

APPROVED:

ATTEST:

 Alan Galbraith, Mayor

 Cindy Black, City Clerk

**PROFESSIONAL SERVICES AGREEMENT
FOR GEOTECHNICAL SERVICES FOR WATER STORAGE TANK 1A CIP W-83**

THIS AGREEMENT, made and entered into on _____, 2015 by and between the City of St. Helena, located in the County of Napa, State of California (City), and Geosphere Consultants, Inc. (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as Water Storage Tank 1A – CIP W-83.

B. Consultant has represented that Consultant has the necessary expertise, experience, and qualifications to perform the required duties.

NOW, THEREFORE, in consideration of the mutual premises, covenants, and conditions herein contained, the parties agree as follows:

SECTION 1 – BASIC SERVICES

Consultant agrees to perform the services and work (together, “services”) set forth in **Exhibit A, “Scope of Services”** and made part of this Agreement.

SECTION 2 – ADDITIONAL SERVICES

Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to or outside of those set forth in this Agreement or **Exhibit A, “Scope of Services”**, unless such additional services and compensation are authorized in advance and in writing by the City Council or City Manager of the City.

SECTION 3 – TIME FOR COMPLETION

The time for completion of services shall be December 31, 2015.

SECTION 4 – COMPENSATION AND METHOD OF PAYMENT

A. Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in **Exhibit B, “Compensation”**, attached hereto and made a part hereof. Total compensation shall not exceed \$17,911.28 unless additional compensation is approved in accordance with Section 2.

B. Consultant shall furnish to City an original invoice for all services performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories if applicable: labor (by sub-category), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. City shall independently review each

invoice submitted to determine whether the services performed and expenses incurred are in compliance with the provisions of this Agreement. If no charges or expenses are disputed, the invoice shall be approved and City will use its best efforts to cause Consultant to be paid within 30 days of receipt of invoice. If any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. If the City reasonably determines, in its sole judgment, that the invoiced charges and expenses exceed the value of the services performed to date and that it is probable that the Agreement will not be completed satisfactorily within the Agreement price, City may retain all or a portion of the invoiced charges and expenses. Within thirty (30) days of satisfactory completion of the project, City shall pay the retained amount, if any, to Consultant. In no event shall City be obligated to pay late fees or interest, whether or not such requirements are contained in Consultant's invoice.

C. Payment to the Consultant for services performed pursuant to this Agreement shall not be deemed to waive any defects in services performed by Consultant.

SECTION 5 – STANDARD OF PERFORMANCE

Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

SECTION 6 – INSPECTION AND FINAL ACCEPTANCE

City may inspect and accept or reject any of Consultant's services under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's services within sixty (60) days after submitted to City, unless the parties mutually agree to extend such deadline. City shall reject services by a timely written explanation, otherwise Consultant's services shall be deemed to have been accepted. City's acceptance shall be conclusive as to such services except with respect to latent defects and fraud. Acceptance of any of Consultant's services by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, the sections pertaining to indemnification and insurance.

SECTION 7 – INSURANCE REQUIRED

Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services hereunder by the Consultant, its agents, representatives, or employees, as indicated:

- A. Minimum Scope of Insurance. Coverage shall be at least as broad as:
1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
 2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
 3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
- B. Minimum Limits of Insurance. Consultant shall maintain limits no less than:
1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, as applicable. If Commercial General Liability Insurance or other form with a General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
 2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
 3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease.
- C. Professional Liability Insurance. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, professional engineer, or land surveyor ("design professional"), Consultant shall maintain at least \$2,000,000 of professional liability insurance.
- D. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions of \$25,000 or greater must be declared to and approved by the City.
- E. Other Insurance Provisions. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:
1. The City, its agent, officers, officials, employees, and volunteers are to be covered as additional insured as respects: liability arising out of services or operations performed by the Consultant or Consultant's subconsultants; or automobile owned, leased, hired or borrowed by the Consultant.
 2. For any claims related to Consultant's conduct while performing the services of this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
 3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subsection (b) of Section 2782 of the Civil Code.

F. Waiver of Subrogation. The workers compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its agents, officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the services performed by the named insured for the City.

G. The Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the City.

H. Verification of Coverage. Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on forms that conform to City requirements. All certificates and endorsements are to be received and approved by the City before services commence. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

SECTION 8 – INDEMNIFICATION

A. Consultant shall indemnify and hold harmless City, its agents, officers, officials, employees, and volunteers from any and all claims, demands, suits, loss, damages, injury, and/or liability (including any and all costs and expenses in connection therewith), incurred by reason of any negligent or otherwise wrongful act or omission of Consultant, its officers, agents, employees and subcontractors, or any of them, under or in connection with this Agreement; and Consultant agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against City, its agents, officers, officials, employees and volunteers, or any of them, arising out of such negligent or otherwise wrongful act or omission, and to pay and satisfy any resulting judgments.

B. When Consultant under this Agreement is a design professional, the provisions of this section regarding Consultant's duty to defend and indemnify apply only to claims that arise out of or relate to the negligence, recklessness, or willful misconduct of the design professional.

C. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to Indemnification in order to be so indemnified. The insurance required to be maintained by Consultant shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

D. The provisions of this section do not apply to claims to the extent occurring as a result of the City's sole negligence or willful acts or misconduct.

SECTION 9 – INDEPENDENT CONTRACTOR STATUS

A. Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner, nor to incur an obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

B. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City.

C. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

SECTION 10 – CONFLICTS OF INTEREST

A. Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent, or subcontractor without the express written consent of the City Manager. Consultant agrees to at all times avoid conflicts with the interests of City in the performance of this Agreement.

B. City understands and acknowledges that Consultant is, as of the date of execution of this Agreement, independently involved in the performance of non-related services for other governmental agencies and private parties. Consultant is aware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 11 – OWNERSHIP OF DOCUMENTS

A. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. When requested by City, but no later than three years after project

completion, Consultant shall deliver to City all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

B. All copyrights, patents, trade secrets, or other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, improvements, developments, works of authorship, or other products developed or created by Consultant during the course of providing services (collectively the "Work Product") shall belong exclusively to City. The Work Product shall be considered a "work made for hire" within the meaning of Title 17 of the United States Code. Without reservation, limitation, or condition, Consultant hereby assigns, at the time of creation of the Work Products, without any requirement of further consideration, exclusively and perpetually, any and all right, title, and interest Consultant may have in the Work Product throughout the world, including without limitation any copyrights, patents, trade secrets, or other intellectual property rights, all rights of reproduction, all rights to create derivative works, and the right to secure registrations, renewals, reissues, and extensions thereof.

SECTION 12 – CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION

A. All information gained or Work Product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or Work Product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

B. Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or Work Product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys fees, caused by or incurred as a result of Consultant's conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response.

SECTION 13 – SUSPENSION OF SERVICES

City may, at any time, by ten (10) days written notice suspend further performance by Consultant. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and Consultant shall be paid for services performed and reimbursable expenses incurred prior to the suspension date.

SECTION 14 – COMPLIANCE WITH LAW

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

SECTION 15 – COMPLIANCE WITH CIVIL RIGHTS

During the performance of this Agreement, Consultant agrees as follows:

A. Equal Employment Opportunity. In connection with the execution of this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, ancestry, age, sexual orientation, physical handicap, medical condition, marital status, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training including apprenticeship.

B. Nondiscrimination Civil Rights Act of 1964. Consultant will comply with all federal regulations relative to nondiscrimination to federally-assisted programs.

C. Solicitations for Subcontractors including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations, made by Consultant for services to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by Consultant of Consultant's obligations under this Agreement and the regulations relative to nondiscrimination.

SECTION 16 – RECORDS

A. Records of Consultant's direct labor costs, payroll costs, and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a generally recognized accounting basis and made available to City if and when required for a period of up to 3 years from the date of Consultant's final invoice.

B. Consultant's records and design calculations will be available for examination and audit if and as required. The cost of any reproductions shall be paid by City.

SECTION 17 – COOPERATION BY CITY

All public information, data, reports, records, and maps as are existing and available to City as public records, and which are necessary for carrying out the services as outlined in the Exhibit A, "Scope of Services", shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the services to be performed under this Agreement.

SECTION 18 – NOTICES

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by facsimile or first class mail, addressed as follows:

To City: City Manager
1480 Main Street
St. Helena, California 94574

To Consultant: Geosphere Consultants, Inc.
2001 Crow Canyon Rd, Suite 100
San Ramon, CA 94583

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, or, if mailed, three (3) days after deposit in the custody of the U.S. Postal Service.

SECTION 19 – TERMINATION

A. City may terminate this Agreement, with or without cause, at any time by giving ten (10) days written notice of termination to Consultant. If such notice is given, Consultant shall cease immediately all services in progress.

B. If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant, or City may terminate this Agreement immediately upon written notice.

C. Upon termination of this Agreement by either Consultant or City, all property belonging to City which is in Consultant's possession shall be delivered to City. Consultant shall furnish to City a final invoice for services performed and expenses incurred by Consultant, prepared as set forth in this Agreement.

SECTION 20 – ATTORNEY FEES

If litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorneys' fees, costs and expenses, in addition to any other relief to which it may be entitled. In addition, any legal fees, costs and expenses incurred to enforce the provisions of this Agreement shall be reimbursed to the prevailing party.

SECTION 21 – ENTIRE AGREEMENT

This Agreement, including the attached Exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 22 – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties. However, this Agreement shall not be assigned by Consultant without written consent of the City.

SECTION 23 – CONTINUITY OF PERSONNEL

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the services required under this Agreement, prior to any such performance.

SECTION 24 – DEFAULT

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any services performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

SECTION 25 – WAIVER

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this

Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.

SECTION 26 – LAW TO GOVERN; VENUE

This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Napa. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Northern District of California, in San Francisco.

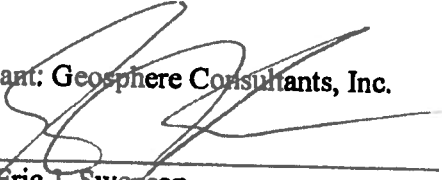
SECTION 27 – SEVERABILITY

If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

SECTION 28 – SPECIAL PROVISIONS

This Agreement is subject to the following special provisions: none.

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions above stated, the day and year first above written.

Consultant:  Geosphere Consultants, Inc.

By: _____
Name: Eric J. Swenson
Title: President/Principal Geotechnical
Engineer/Geologist

City:

By: _____
Name: Jennifer Phillips
Title: City Manager

Approved as to Form:

By: _____
Name: Thomas B. Brown
Title: City Attorney

Exhibit A

SCOPE OF SERVICES

Consultant to perform geotechnical testing associated with Tank 1A CIP W-83 work including but not limited to:

- Plan review and preparation of transfer of Geotechnical Engineer-of-Record letter
- Geotechnical engineering consultation during construction
- Observation and moisture/density testing
- Foundation excavation observation
- Project coordination and field daily reports
- Final summary letter
- Observation and testing for subgrade, aggregate base, concrete and asphalt

Exhibit B
“COMPENSATION”

Services will be billed on a time and materials basis and total compensation shall not exceed \$17,911.28 unless additional compensation is approved in accordance with Section 2.



ESTIMATED TIME AND MATERIALS FEES:

Description	Rate	Units	Fee
Senior Engineer – Transfer letter, meeting, pre-construction consultation	\$170.00/hr	8 hours	\$ 1,360.00
Soils Technician with nuclear gauge, site prep and tank pad grading	\$ 85.00/hr	24 hours	\$ 2,040.00
Soils Technician with nuclear gauge, utility trench backfilling	\$ 85.00/hr	40 hours	\$ 3,400.00
Soils Technician with nuclear gauge, subgrade and baserock preparation for parking lots and flatwork	\$ 85.00/hr	40 hours	\$ 3,400.00
Laboratory Testing - Maximum Density/Optimum Moisture	\$300.00/ea	3 units	\$ 900.00
Staff Engineer - Foundation footings observation (2 visits)	\$125.00/hr	12 hours	\$ 1,500.00
Senior Engineer - Project Management, final summary reports, consultation during construction	\$170.00/hr	12 hours	\$ 2040.00
Total Estimated Time and Material Fee:			\$14,640.00



Report to the City Council
Council Meeting of May 26, 2015

Agenda Section: New Business

Subject: Direction to City Manager regarding St. Helena School District Pool

CEQA Status: Not a project

Prepared By: Jennifer Phillips, City Manager

Approved By: Jennifer Phillips, City Manager

DISCUSSION

The St. Helena School District opened their pool in August 2014 and contracted with a private firm for the overall management of the pool. As the one year anniversary of the pool's opening approaches, the School District is evaluating its options and has reached out the City of St. Helena to identify if the City has any interest in discussing the management of the pool.

FISCAL IMPACT

None

RECOMMENDED ACTION

Direct City Manager regarding the City's interest in managing the St. Helena School District pool.

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**Report to the City Council
Council Meeting of May 26, 2015**

Agenda Section: New Business

Subject: Resolution authorizing a transfer of \$526,000 from the City of St. Helena's General Fund Unassigned Reserve to the Measure A fund to cover the FY 14/15 State Revolving Fund loan payment

CEQA Status: Not a project

Prepared By: Jennifer Phillips, City Manager

Approved By: Jennifer Phillips, City Manager

DISCUSSION

In 2008, the City borrowed \$9.1 million from the State of California – State Water Resources Control Board to partially fund the flood control project. The City made a payment of \$143,922 in 2009 and another payment in the amount of \$327,756 in 2010. In FY 2010-11 the City began making full principle and interest payments in the amount of \$526,000 annually. These payments are scheduled to continue through 2028. Since 2009, the City has used Measure A funds for these payments.

In FY 2014-15, Interim Finance Director Sheila McCrory made a payment of \$526,000 and booked the payment to the Measure A fund. The FY 2014-15 Adopted Budget had assumed the City would drawdown an additional \$2.5 million in Measure A funds to in part, cover this loan payment.

Upon her departure, Ms. McCrory left very specific instructions that all future State Revolving Fund loan payments, beginning with FY 2015-16, would need to be paid out of the General Fund. She indicated that FY 2014-15 was fully covered. Therefore, in both the Long Range Financial Forecast and the Proposed FY 2015-16 a loan payment in the amount of \$528,000 is included as a new expenditure for the General Fund.

The City's request to drawdown on Measure A funds has been denied by the County Controller. Per the Napa County Flood Protection and Watershed Improvement Authority Joint Powers Agreement, the Controller shall withhold adequate Measure A funds from each City to ensure full repayment of any bonds issued on that City's behalf. Therefore, the Controller will only release Measure A funds to the City of St. Helena when they have collected \$5.2 million, which covers the City's remaining debt.

Therefore, the City is not able to drawdown the \$526,000 to cover the payment and as a result, a transfer of \$526,000 must be made from the General Fund Unassigned Reserve to the Measure A fund.

FISCAL IMPACT

Transfer of \$526,000 from the City's General Fund Unassigned Reserve to the Measure A fund to cover the State Revolving Fund loan payment.

RECOMMENDED ACTION

Authorize the transfer of \$526,000 from the City's General Fund Unassigned Reserve to the Measure A fund to cover the State Revolving Fund loan payment.

ATTACHMENT

1. Resolution

CITY OF ST. HELENA

RESOLUTION NO. 2015-

**A RESOLUTION AUTHORIZING A TRANSFER OF \$526,000
FROM THE CITY OF ST. HELENA'S GENERAL FUND UNASSIGNED RESERVE TO THE
MEASURE A FUND TO COVER THE FY 14/15 STATE REVOLVING FUND LOAN PAYMENT**

RECITALS

- A. In 2008, the City of St. Helena borrowed \$9.1 million from the State of California – State Water Resources Control Board to partially fund the flood control project; and
- B. The City made a payment of \$143,922 in 2009 and another payment in the amount of \$327,756 in 2010. In FY 2010-11 the City began making full principle and interest payments in the amount of \$526,000 annually. These payments are scheduled to continue through 2028. Since 2009, the City has used Measure A funds for these payments; and
- C. In FY 2014-15, a payment of \$526,000 was booked to the Measure A fund. The FY 2014-15 Adopted Budget had assumed the City would drawdown an additional \$2.5 million in Measure A funds to in part, cover this loan payment; and
- D. The City's request to drawdown on Measure A funds has been denied by the Napa County Controller. Per the Napa County Flood Protection and Watershed Improvement Authority Joint Powers Agreement, the Controller shall withhold adequate Measure A funds from each City to ensure full repayment of any bonds issued on that City's behalf. Therefore, the Controller will only release Measure A funds to the City of St. Helena when they have collected \$5.2 million, which covers the City's remaining debt; and
- E. The City is not able to drawdown the \$526,000 to cover the payment.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

1. The City Council authorizes the City Manager to transfer \$526,000 from the City's General Fund Unassigned Reserve to the Measure A fund to cover the State Revolving Fund loan payment.

Approved at a Regular Meeting of the St. Helena City Council on May 26, 2015 by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Crull: _____

Councilmember Dohring: _____

Councilmember Pitts: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

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**Report to the City Council
Council Meeting of May 26, 2015**

Agenda Section: New Business

Subject: Approve Letter of Support for Grant Application in the Amount of \$399,000 to the California Alternative Transportation Program for New Sidewalk and Crosswalk Construction

CEQA Status: Not a CEQA project

Prepared By: April Mitts, Finance Director

Tracey Perkosky, Grant Manager

Approved By: Jennifer Phillips, City Manager

A handwritten signature in blue ink, consisting of a stylized 'J' and 'P' intertwined, is written over the name 'Jennifer Phillips'.

BACKGROUND

Annually, the California Department of Transportation (Caltrans) solicits grant applications for the Alternative Transportation Program (ATP) which funds pedestrian and bicycle infrastructure and encouragement projects. The application is due June 1, 2015, and does not require a cash or in-kind match for the statewide competition. The same application is also reviewed by the local planning agency during a secondary award cycle. For this grant notice, \$380 million is available for award.

DISCUSSION

The proposed Sidewalk Construction Project for the ATP grant is multi-faceted. It will construct new sidewalks along Hillview Place, Spring Mountain Road and Elmhurst Avenue, adjacent to Robert Louis Stevenson Middle School. It also constructs new sidewalks and upgrades curb ramps for Americans with Disabilities Act (ADA) compliance on Hunt Avenue between June Lane and Monte Vista Avenue. A mid-block crosswalk will be added on Hunt Avenue to facilitate pedestrian traffic. The current dirt path connection between Hunt Avenue and Adams Street adjacent to ETS Laboratories will be transformed into a bicycle and pedestrian path with a Class I bicycle lane, reduced vegetation and directional signage. Trees will be preserved.

The estimated cost for design, construction and construction management is \$399,000. There is a minimum application of \$250,000 and therefore these two sidewalk projects were combined together. These two projects also satisfy various components of the grant application such as a connection to safe routes to schools and a connection to the proposed Vine Trail which is a regional priority.

The Sidewalk Construction Project was officially supported by the members of the Alternative Transportation Committee during the Special Meeting on April 29, 2015.

The ATP grant application requires support for project by the governing body. This can be achieved through a letter of support or an approved City Council motion in official minutes. A draft letter of support is attached.

FISCAL IMPACT

There is no fiscal impact associated with the approval of this letter; however the grant application will not be competitive without Council support.

RECOMMENDED ACTION

Approve the attached letter of support for the Sidewalk Construction Project.

ATTACHMENTS

Attachment 1 – Draft Letter of Support

Attachment 2 – Maps of Proposed Project



City of St. Helena

*"We will conduct city affairs on behalf of our citizens
using an open and creative process."*

1480 Main Street
St. Helena, CA 94574
Phone (707) 967-2792
Fax (707) 963-7748
www.ci.st-helena.ca.us

May 26, 2015

**CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
P.O. Box 942874
Sacramento, CA 94274-0001**

Dear Sir or Madam:

The City of Saint Helena is pleased to be submitting an application for the California Department of Transportation, Alternative Transportation Program Grant in the amount of \$399,000 for the Saint Helena Sidewalk Construction Project.

This project has the support of the Alternative Transportation Committee, the Saint Helena Unified School District and the City Council. The Sidewalk Construction Project will construct new sidewalk adjacent to the Robert Louis Stevenson Middle School on Hillview Place, Mountain Spring Road, and Elmhurst Avenue. New sidewalks will also be constructed on Hunt Avenue between Grove Court and the upgraded Trail Connector and from June Lane to Monte Vista Avenue. A midblock crossing will be added on Hunt Avenue at the Trail Connector. The Trail Connector which is along the proposed route for the regional Vine Trail will receive signage, improved landscaping and be converted to a Class I bicycle lane with pedestrian path. Upgraded curb ramps will be completed on Hunt Avenue at Edwards Street and June Lane.

These enhancements are important for our community as sidewalks provide many benefits including Americans with Disability Act (ADA) access as there is dedicated senior housing on Hunt Avenue. Sidewalks also provide new opportunities for walking and studies have shown that people with access to sidewalks are more likely to walk and meet the Surgeon General's recommendations for physical activity. Sidewalks also encourage walking which decrease the use of cars for short trips, saving gas and lowering emissions. These new sidewalks will help our community as we struggle with traffic congestion by reducing short term trips and encourage more students to walk to school.

We look forward to your favorable response on our grant application.

Sincerely,

**Alan Galbraith
Mayor**



New Sidewalk & Connector Construction at Hunt Avenue



New Sidewalk Construction RLS Middle School



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**Report to the City Council
May 26, 2015**

Agenda Section: Public Hearings

Subject: Adoption of the City's Housing Element Update 2015-2023, including the Needs Assessment and Goals and Policies Document. The CEQA Negative Declaration for the adoption of the Update will also be considered for adoption.

CEQA Status: Negative Declaration

Prepared By: Victor Carniglia, Planning Consultant

Approved By: Jennifer Phillips, City Manager



BACKGROUND

All cities in the Bay Area are statutorily required to adopt new Housing Elements by January 31, 2015, a date that has been extended to May 31, 2015. The Housing Element is the chapter of the General Plan that specifically addresses housing, including housing production, affordable housing, housing for people with special needs, housing conservation, and other housing-related issues. The content and organization of the Element are defined by the State of California, and the Element itself must be certified by the State Department of Housing and Community Development (HCD). St. Helena last adopted a Housing Element in 2009, covering the planning period 2007-2014. The update addressed here is intended cover the period from January 31, 2015 to January 31, 2023.

The key driver behind the Housing Element Update is the Regional Housing Needs Allocation (RHNA). The RHNA is a process established by the State in which each city is "assigned" a number of housing units it must accommodate during a defined planning period. Cities are not required to actually build the housing—rather, they must demonstrate to the State that the opportunity for the private and nonprofit sectors to build the housing has been created (based on zoning, etc.). The RHNA "assignments" are determined by the Association of Bay Area Governments (ABAG) using a formula that considers multiple factors, including land supply, job growth, the local housing market, income distribution, and proximity to transit. St. Helena's assignment for 2015-2023 is 31 units. This includes 8 very low income units, 5 low income units, 5 moderate income units, and 13 above moderate income units. This RHNA allocation is significantly lower than the City's previous allocation of 121 units.

Progress on the City's current update is summarized in the following section:

Housing Element Update Chronology

- April 29, 2014 Community workshop is held on the Housing Element update.
- September 2014 During this time period numerous updates to the City's Zoning Code
January 2015 were processed to address Housing Element related issues and
implement policies to which the City committed in its last (current)
Housing Element, including multiple Planning Commission and City
Council hearings to consider the necessary Zoning Code changes.
- February 17, 2015 Planning Commission Workshop to review the draft Housing
Element.
- February 24, 2015 City Council Workshop to review the draft Housing Element.
Council authorizes submittal of Draft Housing Element to the State
Department of Housing and Community Development (HCD).
- February 27, 2015 Draft Housing Element incorporating Council changes is forwarded
to HCD for their review
- April 7, 2015 Planning Commission holds a second Workshop to discuss the
Housing Element update.
- April 14, 2015 Initial Study/Draft Negative Declaration for Housing Element
released for public review and comment. Thirty day public
comment period closes on May 14, 2015.
- April 16-29, 2015 City receives comments from HCD. City makes necessary revisions
and returns revised documents to HCD.
- April 30, 2015 HCD sends letter to City approving the City's Draft Housing
Element, as revised to address HCD's comments, as meeting the
statutory requirements of State law. A copy of this letter is
attached. (See Attachment 2.)
- May 5, 2015 The Planning Commission hold a public hearing on the Housing
Element, and by a 5-0 vote recommends that the City Council find
the Negative Declaration as adequate to address the environmental
impacts of the project, and recommends that the City Council adopt
the 2015-2023 update to the City's Housing Element.

As Council will recall, and as can be seen from the preceding chronology, the City Council last reviewed the Housing Element on February 24, 2015. Enclosed in the City Council packet is the latest, most recent version of the Housing Element consisting of two documents, the Housing Needs Assessment dated April 29, 2015 (Exhibit 1 to the attached Resolution), and the Goals, Policies, and Eight Year Action Plan dated May 5, 2015 (Exhibit 2 to the attached Resolution). These two enclosed documents incorporate the various edits requested by HCD as part of their review process over the last two months, as well as the minor modifications requested by the Planning Commission at

their May 5, 2015 hearing on the Housing Element.

To facilitate the Council's review, the various changes to the Housing Element from the version last seen by the City Council on February 24, 2015, are highlighted in "**blue**" track changes format. The earlier modifications to the Housing Element that the City Council reviewed previously on February 24, 2015 are marked in "**red**" track changes format. These changes in "**red**" represent the differences between the 2007-2014 Housing Element and the proposed 2015-2023 version of the Housing Element, with the "**blue**" changes being the most recent edits.

CEQA

An Initial Study/Draft Negative Declaration was prepared by staff for the Housing Element update and released for public comment on April 14, 2015, with the comment period extending for 30 days, and closing on May 14, 2015. A copy of this Initial Study/Negative Declaration is included as Attachment 3. The only comment letter received during this 30 day review period was from CALTRANS, a copy of which is attached (Attachment 4). This letter from CALTRANS encourages the City to include vehicle trip reduction programs with housing projects. While the City as part of the Initial Study/Negative Declaration has found no impacts on transportation and traffic associated with the policy-level Housing Element update, nevertheless policies are included in the Housing Element that address this issue of reducing vehicle trips. Specifically, the updated Housing Element in the Goals and Policies document includes "Program HE2.A", which states that the City will adopt as appropriate incentives for higher density housing, including reduced parking standards; "Program HE2.G", which would allow shared parking for mixed use development; and "Program HE2.K", which would provide reduced parking standards for second units. No other letters were received regarding the Initial Study/Negative Declaration during the 30 day comment period.

The Initial Study finds that the updated Housing Element would not result in any potentially significant environmental impacts. The potential for environmental impacts is limited by the "policy-oriented" nature of the Housing Element. In other words, the Housing Element itself proposes no specific housing or other projects, all of which will be reviewed for CEQA compliance at such time they are actually proposed. In addition, the potential for environmental impacts is lessened due to the City's significantly lower RHNA allocation. The number of housing units in the proposed 2015-2023 Housing Element Update is significantly less at 31 units than the 121 units contemplated in the existing 2007-2014 Housing Element. As noted previously in the chronology, the Planning Commission on May 5, 2015 recommended that the City Council find the Negative Declaration as adequate to address the environmental impacts of the proposed 2015-2023 Housing Element Update. Findings required by CEQA for the adoption of the Negative Declaration are included in the accompanying resolution (Attachment 1).

DISCUSSION

Overview:

The Housing Element itself consists of two separate but related documents, namely 1) the "Housing Needs Assessment" (Exhibit 1 to the attached Resolution) and 2) the "Goals and Policies Document" (Exhibit 2 to the Resolution). The primary function of

the “Housing Needs Assessment” is to provide the City with relevant information on the City’s existing and projected need for housing, and to identify potential sites within the City that would be appropriate for housing development in order to meet the projected housing demand. In short, the “Housing Needs Assessment” is primarily an information document. The “Goals and Policies Document”, on the other hand, contains the specific goals, objectives, and implementing actions the City has chosen to meet the City’s current and projected need for housing.

Housing Needs Assessment: This is by far the longer of the two documents, consisting of just over 150 pages (the Goal/Policy document in comparison is approximately 30 pages long). As just noted, the Needs Assessment is primarily an information document with a wide variety of updated facts and figures about the City’s population, existing housing stock, approved housing projects etc. The primary focus of the Council’s review of this document should be on the accuracy of the information. Most of the changes to this document reflect either housing projects that have been built since the last Housing Element was prepared in 2009, or new more updated information, such as data from the 2010 Census. One of the most important pieces of information in this document is what is referred to as the Regional Housing Needs Allocation (RHNA). This is the number of housing units that the State and MTC have collectively determined need to be built in a given community. As previously noted in this report the City’s RHNA number has gone down dramatically from 121 housing units in the 2007-2014 Housing Element, to a total of 31 housing units in the proposed 2015-2023 Housing Element. The inventory and analysis of housing sites is also an important component of the Needs Assessment.

Goals and Policies Document: The various changes proposed in this document by and large reflect 1) new information from when the 2007-2014 Housing Element was prepared, 2) changes made to the City’s Zoning Ordinance related to housing since 2009, 3) and some changes/updates to Goals and Policies. While the focus of the review of the Housing Needs Assessment is primarily on the accuracy of information, the Council’s review of the Goals and Policy document needs to be broader, and focus on what the City’s housing goals and policies need to be to meet the required HCD RHNA numbers, and what the City Goals are beyond the RHNA numbers. Also included are the implementation measures the City needs to undertake to achieve its housing goals. Many of the changes in this document consist of the deletion of implementation measures that have been accomplished since the 2007-2014 Housing Element was adopted in 2009. Much of this compliance occurring in the past six months as part of the Housing Element related zone changes noted in the chronology included with this staff report.

HCD Review Process: As indicated in the preceding chronology, HCD reviewed the City Housing Element from March through April 2015. The changes that evolved out of the HCD review process (those identified in “blue” in the attached Housing Element documents) are identified and listed in the following section for convenient reference. A brief discussion of the proposed changes is also included.

The majority of the following changes approved/directed by HCD are self-explanatory and warrant little, if any discussion. The one exception to this is the change to “Program H.E.1.D on page 9 of the “Goals, Policies, and Action Plan” document. This change is directly related to the City Council direction to staff at the April 15, 2015 General Plan Workshop. At this Workshop, Council directed staff to formulate a new residential land

use designation to address the overly broad density range (5.1 to 16 units/acre) currently allowed in the City's Medium Density Residential designation. Council may recall that the 2007-2014 Housing Element required the City to make multiple family housing a "by right" use in the Medium Density Residential Zone, along with the High Density Zone. The fact that the majority of the City's existing single family units are located in the Medium Density Zone, and given the high upper density limit of 16 units acre currently allowed in this zone, taken together created the possibility of multiple family housing being allowed "by right" in many of the City's existing single family neighborhoods with limited discretionary review by the City. The new wording approved by HCD contained in Program H.E.1.D addresses this issue by acknowledging the City's intent as part of the General Plan update to create a new lower density land use designation appropriate to the City's single family neighborhoods, without the complication of requiring "by right" multiple family housing in this new designation. The City will need to address the issue of "by right" multiple family housing prior to May 2016 in whatever land remains in the Medium Density zone, including Key Opportunity sites, and in the City's High Density residential designation.

Changes to the February 24, 2015 version of the Housing Needs Assessment that reflect HCD staff comments.

1. Page v: Clarified that the Zoning Code amendment allowing employee housing for up to 36 beds or 12 units also applies to the Winery (W) District.
2. Page 3: Added the following sentence: "The Planning Commission held a follow-up study session in April 2015 to further consider potential development incentives for second units and on-site employee housing."
3. Page 5: Clarified that the source of the deed restriction for very low income second units at Magnolia Oaks is an affordable housing agreement.
4. Page 17-18: Revised and expanded the Evaluation text for Programs HE2.I, HE2.J and HE2.K.
5. Page 23: Clarified that the Zoning Code amendment allowing employee housing for up to 36 beds or 12 units also applies to the Winery (W) District.
6. Page 57: Revised to clarify that subsidies do not expire over the next ten years.
7. Page 75: Added information on services available to disabled people in St. Helena and residential care facilities located in St. Helena.
8. Page 82: Added estimates of the farmworker population in St. Helena.
9. Page 83: Added U.S. Department of Agriculture estimates of the farmworker population in Napa County.
10. Page 91: Added conclusion indicating need for programs to address farmworker housing in St. Helena.
11. Page 118: Identified per unit fees for a multi-family project.
12. Page 129, Table 38: Identified per unit fees for the multi-family project in the example.
13. Page 136: Clarified that the source of the deed restriction for four very low income second units at Magnolia Oaks is an affordable housing agreement.
14. Page 144: Clarified that the Zoning Code amendment allowing employee housing for up to 36 beds or 12 units also applies to the Winery (W) District.

15. Page 148: Added a new section that discusses the Zoning Definition of a Family.
16. Page 149-150: Revised the section summary to reflect changes made to #12 above and #4 below.

Changes to the February 24, 2015 version of the Goals, Policies, And Eight –Year Action Plan that reflect HCD staff comments

1. Page 3: Clarified that the Zoning Code amendment allowing employee housing for up to 36 beds or 12 units also applies to the Winery (W) District.
2. Page 8, Program HE1.B: Strengthened program language the provision of work force housing.
3. Page 9, Program HE1.D: Revised to address design guidelines for all residential projects. Also, clarified that the City will remove the conditional use permit in the high density residential district and for key housing sites in the medium density district listed in the Available Land Inventory Summary, Table 42, in the Housing Element Needs Assessment. Concurrently, the City will evaluate redesignating and rezoning medium density parcels, other than those listed in the Available Land Inventory Summary (Table 42), with a land use designation that better reflects the type and character of existing development. In addition, the City will eliminate, as appropriate, use permit requirements for multifamily projects for the remaining parcels in the medium density residential district.
4. Page 10, Program HE1.H: Strengthened program language.
5. Page 11, Program HE1.K: Added new program to amend the Zoning Ordinance to update the definition of “family.”
6. Page 13, Program HE2.A: Strengthened program language for “workforce” housing.
7. Page 14, Program HE2.H: Strengthened program language for mixed use and live/work housing units.
8. Page 15, Program HE2.K: Strengthened program language concerning second units.
9. Page 15, Program HE2.P: Strengthened program language concerning infill housing.
10. Page 18, Program HE4.A: Minor wording change concerning inclusionary housing program.
11. Page 19, Program HE4.C: Strengthened program language concerning affordable housing incentives.
12. Page 19-20, Program HE4.I: Added specific actions the City will take to support regional and City efforts to develop farmworker housing.
13. Page 20, Program HE4.J: Added persons with developmental disabilities to the targeted population.
14. Page 20, Program HE4.L: Strengthened program language concerning use of Housing Trust Fund resources.
15. Page 20: Added a quantified objective to target 18 affordable units for fee reductions, deferrals, or waivers.

16. Page 22, Program HE5.B: Strengthened program language concerning use of alternate energies as it relates to housing.
17. Page 23, Program HE5.I: Strengthened program language concerning promoting natural heating and cooling, including solar access.
18. Page 23, Program HE5.K: Strengthened program language concerning City procurement process as it relates to housing.
19. Page 25: Revised the Conservation/Preservation objective and the target in the Quantified Objectives Summary Table to include all existing deed-restricted affordable housing and 200 units of manufactured housing.
20. Page 26: Added new Program HE1.K to the Implementation Matrix.
21. Page 28, Program HE4.I: Revised timeline to require outreach to affordable housing developers by 2017 and biannually thereafter.

Housing Opportunity Sites: At the February 24, 2015 City Council Workshop, Council directed staff to contact the property owners of the various Housing Opportunity Sites to determine what the property owner's plans were. Staff prepared and distributed such a survey, and as of the date of the writing of this staff report staff has not yet heard back from property owners. It is important to note that State HCD simply requires that the Opportunity Sites have the potential to accommodate affordable housing in the future given their size, location, and land use designation. The State understands that a property shown as a Housing Opportunity Site may change ownership over time, and does not require that the current owner of such a site support in any fashion the development of affordable housing. HCD staff approved the "Housing Opportunity Sites" as proposed in the updated Housing Element.

The Planning Commission on May 5, 2015, as part of their review of the Housing Element, recommended that the Adams Street property be included as a Housing Opportunity Site. The attached resolution reflects adding the Adams Street property to the list of Key Opportunity sites, as requested by the Commission. It should be noted that the owners of the Hunter Property requested that their entire 17 acre site be added to the list of Key Opportunity Sites. It is currently shown in Figure 2 of the Housing Needs Assessment as a "Vacant Underutilized Site".

Second Units: During the Planning Commission and City Council February 2015 Housing Element Workshops, questions were raised as to whether second units really did provide affordable housing, particularly if the second units were not deed restricted to be affordable. In addition, the appropriateness of the City's current incentives (such as Floor Area Ratio exemptions) for second units were also questioned if the second units were not income restricted. The Housing Needs Assessment on page 142 address this issue by calling for follow up study to further analyze the actual "affordability" of existing second units in town. Given that State HCD supports programs that encourage second units irrespective of whether the second units are deed restricted to specific income levels, it would be appropriate for the City to do the

additional analysis discussed in the Housing Element before modifying current City policies in relation to second units.

Correspondence: The City received a letter from David Grabill dated February 24, 2015 raising a number of questions and concerns in relation to the Housing Element (Attachment 5). Staff prepared a letter to Mr. Grabill responding to the issues raised in his letter (Attachment 6). Copies of Mr. Grabill's letter and staff's response, both of which were considered by HCD prior to its approval of the City's draft, were previously distributed to City Council.

Next Steps: Assuming the City Council adopts the Housing Element, it will be forwarded to HCD for a final review and certification. HCD will then have a maximum of 90 days to review and certify the City's Housing Element

FISCAL IMPACTS

Council approval of an updated Housing Element acceptable to HCD will make the City eligible to apply for a number of different grant programs. Lack of a State approved Housing Element may make the City more susceptible to housing related litigation.

OPTIONS:

Failure to adopt the updated Housing Element would render the City out of compliance with State Housing Law until such time as an updated Housing Element is adopted.

RECOMMENDED ACTION

Staff recommends that the City Council conduct a public hearing and adopt the attached resolution approving and finding the attached Negative Declaration as adequate to address the environmental impacts of the project (the Housing Element update), and approving and adopting the Housing Element 2015-2023 Update.

Attachments:

1. Resolution adopting the Housing Element Update 2015-2023 and approving the related Negative Declaration. Page 9
2. Approval letter from HCD Page 12
3. Initial Study/Draft Negative Declaration Page 14
4. Letter from CALTRANS Page 54
5. Letter from David Grabill Page 56
6. Staff response to David Grabill letter Page 62

Exhibits to Resolution:

- A: 2015-2023 Housing Element Needs Assessment Page 68
- B. 2015-2023 Housing Element Goals, Policies, 8 year Action Plan Page 233

CITY OF ST. HELENA

RESOLUTION NO. 2015-

**A RESOLUTION OF THE CITY OF ST. HELENA
CITY COUNCIL APPROVING AND FINDING THE NEGATIVE DECLARATION
ADEQUATE TO ADDRESS THE ENVIRONMENTAL IMPACTS OF THE PROPOSED
PROJECT (THE HOUSING ELEMENT UPDATE 2015-2023), AND ADOPTING THE
HOUSING ELEMENT UPDATE 2015-2023, COMPRISED OF THE HOUSING NEEDS
ASSESSMENT DATED APRIL 29, 2015 EXHIBIT A , AND THE GOALS, POLICIES,
AND 8-YEAR ACTION PLAN DOCUMENT DATED MAY 5, 2015, EXHIBIT B**

WHEREAS, Pursuant to Government Code section 65588, California municipalities are required to review and revise their Housing Elements as frequently as appropriate ("Housing Element Update"); and

WHEREAS, the City of St. Helena has undertaken a comprehensive update of the Housing Element of the St. Helena General Plan; and

WHEREAS, on April 29, 2014, the City held a publicly noticed and advertised Community Meeting to receive information about and provide input on updating the Housing Element for the 2015 to 2023 planning period; and

WHEREAS, the Planning Commission on February 17, 2015 and April 7, 2015, and the City Council on February 24, 2015 have held public meetings/workshops to solicit input on the Housing Element Update; and

WHEREAS, on February 24, 2015 the City Council directed City staff to submit the Housing Element to the State Department of Housing and Community Development (HCD) for their review, which staff subsequently submitted to HCD on February 27, 2015, and

WHEREAS, during the two month review period by State HCD, the City received comments and direction from State HCD concerning to the Draft Housing Element Update 2015-2023. The City subsequently made the changes to the Housing Element as requested by HCD, and

WHEREAS, a revised draft Housing Element Update, consisting of the Housing Needs Assessment dated April 29, 2015 and the Goals, Policies, and 8-Year Action Plan dated May 5, 2015 contain the changes and modifications to the Housing Element as requested by HCD have been prepared and released; and

WHEREAS, an Initial Study and Draft Negative Declaration have been prepared for the project and properly noticed and distributed for 30 day public review from April 14, 2015 to May 15, 2015 pursuant to the California Environmental Quality Act, and received a single comment in relation to the Negative Declaration, and

WHEREAS, the City Council has considered said Negative Declaration and Initial Study and comments received during the 30 day comment; and

WHEREAS, on May 3, 2015 the City received a letter from Housing and Community Development (HCD) approving the Draft of the City's Housing Element update, and

WHEREAS, on May 5, 2015 Planning Commission meeting recommended to City Council adoption of the City's Housing Element Update 2015-2023 and associated Negative Declaration, and

WHEREAS, the City Council did hold a duly noticed and advertised public hearing on May 26, 2015 as required by law, and considered any testimony received during the public hearing.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of St. Helena does hereby find and determine as follows:

1. The recitals set forth above are true and correct, and incorporated and approved herein.
2. The Negative Declaration is adequate to address the environmental impacts of the Project,
3. The City Council has independently reviewed and analyzed the Initial Study/Negative Declaration and other information in the record and has considered the information contained therein, prior to acting upon or approving the Project.
4. The Initial Study/Negative Declaration prepared for the Project has been completed in compliance with CEQA and is consistent with state and local guidelines implementing CEQA.
5. The Initial Study/Negative Declaration represents the independent judgment and analysis of the City as lead agency for the Project.
6. There is no substantial evidence in the record that the Project will have a significant effect on the environment.
7. The City Council hereby adopts and approves the Negative Declaration.
8. The City Council directs the City Manager to file a Notice of Determination ("NOD") with the County Clerk of Napa County upon approval of the Project.
9. Pursuant to CEQA Guidelines section 15091(e), the documents and other materials that constitute the record of proceedings upon which the City Council

has based its recommendations are located in and may be obtained from, the Office of the City Clerk.

10. The City Council hereby adopts and approves the 2015-2023 Housing Element Update consisting of the "Housing Needs Assessment" document dated April 29, 2015, (referred to herein as Exhibit A) and the "Goals, Policies, and 8-Year Action Plan document" dated May 5, 2015 (referred to in the Staff Report as Exhibit B), including depicting the Adams Street property as a "Key Opportunity Site".
11. The City has satisfied all requirements of State and local law with respect to the process for updating and the substance of the Housing Element.
12. The Housing Element Update approved by this resolution is consistent with the City's existing and draft General Plans.

The foregoing Resolution was adopted at the regular meeting of the St. Helena City Council held on May 26, 2015, by the following vote:

Mayor Galbraith: _____

Vice Mayor White: _____

Councilmember Crull: _____

Councilmember Dohring: _____

Councilmember Pitts: _____

APPROVED:

ATTEST:

Alan Galbraith, Mayor

Cindy Black, City Clerk

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



April 30, 2015

Attachment 2

Victor Carniglia, Director
Planning Department
City of St. Helena
1480 Main Street
St. Helena, CA 94574

Dear Mr. Carniglia:

RE: City of St. Helena's 5th Cycle (2015-2023) Draft Housing Element

Thank you for submitting the City of St. Helena's draft housing element update which was received for review on March 3, 2015. The Department also received revisions on April 22, 28 and 30, 2015. The Department conducted a streamlined review of the draft housing element based on the City meeting all eligibility criteria detailed in the Department's Housing Element Update Guidance. Pursuant to Government Code (GC) Section 65585(b), the Department is reporting the results of its review.

A telephone conversation on April 13, 2015 and various other communications with you; Ms. Jennifer Phillips, City Manager; Mr. Aaron Hecock, Planner; Ms. Lori Parks, Associate Planner; and Ms. Christine O'Rourke, the City's Consultant; facilitated the review. In addition, the Department considered comments from the Law Offices of David Grabill pursuant to GC Section 65585(c).

The draft housing element with revisions meets the statutory requirements of State housing element law. The element will comply with State housing element law (GC, Article 10.6) when the draft and revisions are adopted and submitted to the Department, in accordance with GC Section 65585(g).

This finding is based on, among other reasons, program HE1.D committing the City to address constraints on multifamily development, including conditional use permit (CUP) requirements by May 31, 2016. Implementation of this program early in the planning period is particularly crucial given the lack of implementation in the prior planning period. The City must monitor and report on the results of this program and others through the annual progress report, required pursuant to GC Section 65400.

To remain on an eight year planning cycle, pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) the City must adopt its housing element within 120 calendar days from the statutory due date of January 31, 2015 for ABAG localities. If adopted after this date, GC Section 65588(e)(4) requires the housing element be revised every four years until adopting at least two consecutive revisions by the statutory deadline. For more information on housing element adoption requirements, please visit the Department's website at: http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_adoptionsteps110812.pdf.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City must continue to engage the community, including organizations that represent lower-income and special needs households and those commenting on the draft housing element by making information regularly available and considering and incorporating comments where appropriate.

The Department appreciates the hard work and dedication you and Ms. O'Rourke provided in preparation of the draft housing element and looks forward to receiving St. Helena's adopted housing element. If you have any questions or need additional technical assistance, please contact Fidel Herrera, of our staff, at (916) 263-7441.

Sincerely,



Paul McDougall
Housing Policy Manager

Initial Study/Negative Declaration

For the

**The City of St. Helena General Plan
Housing Element Update**

City of St. Helena

April 2015

PREPARED BY

City of St. Helena Planning Department

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Initial Study/Negative Declaration

For the

**The City of St. Helena General Plan
Housing Element Update**

City of St. Helena

April 2015

PREPARED BY

City of St. Helena Planning Department

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NEGATIVE DECLARATION (DRAFT)

TO: ☒ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

____ County Clerk, Napa County

FROM: City of St. Helena Planning Department
1480 Main Street
St. Helena, CA 94574

Project Title: St. Helena General Plan Housing Element Update

Proponent: City of St. Helena

Project Location: St. Helena, CA 94574

Project Description: The project is a proposed update of the 2009 City of St. Helena General Plan Housing Element. The Housing Element establishes housing objectives, policies and programs in response to community housing conditions and needs. The Housing Element Update is a comprehensive statement by the City of St. Helena of its current and future housing needs and proposed actions to facilitate the provision of housing to meet those needs. The proposed Housing Element is a policy level document. It provides policy direction for the implementation of various programs to accommodate the housing needs of projected population growth, and to encourage the production of housing units in a range of prices affordable to all income groups. The proposed Housing Element is consistent with the adopted City of St. Helena General Plan. No development is being permitted under the proposed Housing Element where it is not permitted now, and all new development under the proposed Housing Element is proposed in areas already designated for residential or commercial development. The City's housing goal is to promote the social and economic diversity of the City by encouraging safe and affordable housing for all social and economic segments of the community. The proposed Housing Element contains policies and programs and a vision for a community with a diversity of housing types for residents of all ages and all income levels. The guiding principles of the Housing Element include:

- Cooperate and coordinate with other cities, local non-profit housing organizations, private developers, and property owners to provide affordable housing.
- Recognize the limited opportunities to provide new housing in St. Helena; capitalize on every possible resource to meet the housing needs of the community.
- Preserve and maintain existing housing.
- Expand the opportunity for housing available to persons of low- and moderate-income, especially the elderly, educators, health care givers, employees in local businesses, and public employees, to the limit possible within existing constraints.
- Support the creation of more affordable housing units for both above-moderate and limited-income groups and recognize the demographic trends in the community that must be planned for.
- Provide for variety in housing types and prices.
- Relate housing growth to the capacity of the City's infrastructure and high community standards of aesthetics in harmony with the environment.
- Involve citizens in updating and carrying out housing plans.

Finding: Based on the attached Initial Study, it has been determined that the proposed project would not result in a significant, adverse environmental effect.

Signature:



Aaron Heacock, AICP
Planner
City of St. Helena
1480 Main Street
St. Helena, CA 94574

4-13-15

Date

A. PROJECT DESCRIPTION

1. **Project Title:** City of St. Helena General Plan Housing Element Update (Fifth Cycle; Planning Timeframe 2015-2023)
2. **Lead Agency Name and Address:**
City of St. Helena
1480 Main Street
St. Helena, CA 94574
3. **Contact Person and Phone Number:**
Aaron Hecock, Planner (707) 967-2792 aaronh@cityofstheleena.org
4. **Project Location:**
St. Helena, CA
5. **Project Sponsor's Name and Address:**
City of St. Helena
1480 Main Street
St. Helena, CA 94574
6. **Person Preparing the Submission/Initial Study Checklist**
Aaron Hecock, AICP
Planner – City of St. Helena
1480 Main Street
St. Helena, CA 94574
Phone: (707) 967-2792
Fax: (707) 963-7748
Email: aaronh@cityofstheleena.org
7. **Assessor Parcel No.** City-wide project.
8. **Type of Approval Sought:** Adoption of updated General Plan Housing Element for the City of St. Helena.
9. **Size of Subject Property:** City-wide project.
10. **Present and Previous Use of Site or Structures:** Vacant, industrial, commercial and residentially developed parcels throughout St. Helena.
11. **General Plan Designation:** Various City-wide land use categories that allow residential uses. This is a proposed update of the City of St. Helena General Plan that would supersede and replace the Housing Element adopted in 2009.
12. **Zoning:** Various vacant, industrial, commercial and residential Zoning designations.
13. **Project Setting/Description of Project:** The City of St. Helena is centrally located in Napa County and sits at the heart of the upper Napa Valley, a region known for its diverse soils, microclimates, and

success as a center for agriculture and the wine-making industry (see Figure 1). Located approximately 65 miles north of San Francisco and 77 miles west of Sacramento, the City is proximal to Northern California's major urban centers. State Route 29 connects St. Helena to other communities in the Valley, including Calistoga to the north and Yountville, Napa and American Canyon to the south. The City serves as a commercial and business center for the surrounding towns and unincorporated areas, including Calistoga, Angwin, Deer Park, Rutherford and the unincorporated area south of St. Helena. St. Helena's Planning Area and Sphere of Influence encompass the entire City, a land area of 3,024 acres. The City is bisected by State Route 29. The development pattern within this area includes an abundance of agricultural lands, business and industrial uses serving agricultural, single and multi-family residential neighborhoods, and a downtown that serves as the commercial center for the City and surrounding communities. The City of St. Helena has an estimated population of 5,814 persons in 2010 (U.S. Census).

Major economic drivers in St. Helena include agriculture, wine-making, tourism and education. Several wineries are located within St. Helena, providing jobs and economic benefits associated with tourism. Educational institutions located in the City, such as the Culinary Institute of America and the Napa Valley College Upper Valley Campus, provide jobs and educational opportunities for the area.

Famous for its scenic Napa Valley location, fine wineries and historic Main Street, St. Helena seeks to protect its small-town, agricultural character through a coordinated approach to growth management and land use planning. The City has developed an urban limit line to control and limit development in order to ensure that prized agricultural and open space lands remain for future generations.

Land in St. Helena is classified according to four broad land use categories: Residential Areas; Commercial and Mixed-use Areas; Business and Industrial Areas; and Community and Natural Resource Areas. The City has a variety of residential areas that include single family, multi-family and secondary residential housing options. These neighborhoods support a range of lifestyles at a broad range of household income levels. Higher density, infill development can expand housing options citywide and create mixed use areas with retail in the heart of the City. St. Helena has a number of commercial areas that include retail and commercial services. Businesses serve tourists, City residents and residents of the unincorporated agricultural areas that have traditionally traveled to St. Helena to shop for goods and services. In the City's historic Central Business District, a small amount of higher-density, mixed-use development that is context appropriate can expand housing options while also supporting additional retail and commercial services.

All California cities and counties are required to have a Housing Element included in their General Plan that establishes housing objectives, policies and programs in response to community housing conditions and needs. The proposed Housing Element Update is a comprehensive statement by the City of St. Helena of its current and future housing needs and proposed actions to facilitate the provision of housing to meet those needs. The proposed Housing Element is a policy level document. It provides policy direction for the implementation of various programs to accommodate the housing needs of projected population growth, and to encourage the production of housing units in a range of prices affordable to all income groups.

The public outreach component of the Housing Element update process began with a community workshop held on April 29, 2014 to solicit comments from the community on directions for the Housing Element. This input helped identify key issues and strategic directions to pursue in the Housing Element update.

The City's 2009 Housing Element was adopted by the City Council in August 2009 and was later certified by the California Department of Housing and Community Development (HCD). Due to the certified status of the current Housing Element, and the minor revisions required for this update, the proposed Element qualified for the "streamlined" review process through the State Department of Housing and Community Development. The adopted 2009 Housing Element, as amended to the preparation of this Initial Study, the current St. Helena General Plan and the current St. Helena Zoning Ordinance serve as the "baseline" for environmental review purposes. A mitigated negative declaration was adopted for the 2009 General Plan and Housing Element.

Key changes proposed in the 2015 update (project) from the adopted 2009 Housing Element include the following:

Key Changes from the 2009 Housing Element

The current update builds upon the 2009 Housing Element as the starting point. As with the 2009 Housing Element, the updated housing element contains two separate documents, a Housing Needs Assessment and Housing Element Goals, Policies and Eight-Year Action Plan. Many changes are updates reflecting what has happened over the past few years. Key changes from the 2009 Housing Element include the following:

(A) Updated Data on Employment, Housing and Population Projections, Housing Needs, and Affordability. The updated housing element contains updated statistics and analysis of housing issues per State law. The projections in the draft Housing Element are consistent with the most recent Association of Bay Area Governments (ABAG) Projections published in 2013.

(B) Updated Information on Governmental and Non-Governmental Constraints. The draft housing element contains updated information on the City's efforts to remove constraints identified in the 2009 Housing Element. In particular, the element discusses the City's adoption of zoning amendments to: allow emergency shelters for the homeless in the Industrial (I) and Service Commercial (SC) zoning districts as a permitted use; allow transitional and supportive housing in all zoning districts that allow residential uses, subject to the same regulations as other housing of the same type in the same zone; allow agricultural employee housing for 6 or fewer employees in all residential zoning districts; allow agricultural employee housing of up to 36 beds or 12 units as a permitted use in the Agricultural (A-20) and Agricultural Preserve (AP) Zoning Districts; allow single room occupancy housing as a permitted use in the High Density Residential (HR) District; provide a procedure to allow for persons with disabilities to seek reasonable accommodation from zoning laws, rules and regulations pertaining to housing; and ensure priority water and sewer service for developments that include affordable housing for lower income households. No new housing constraints were identified.

(C) Identification of Sites and Strategies for Housing. The draft element contains an updated listing of medium and high density sites available for new housing over the 2015-2023 period. In particular, the Hunter property and the Library/Adams site have been moved to the "Other Vacant/Underutilized Sites" table (Table 43). In addition, the 821 Pope St. site was moved to the "Key Housing Sites" table (Table 42) and the 1105 Pope St. site was added to this table. A description of the key housing opportunity sites is found beginning on page 130 of the Housing Needs Assessment.

(D) Review of the Previous Element. The City has been effective in implementing several programs contained in the 2009 Housing Element (see pages 5-20 of the draft Housing Needs Assessment), including the zoning ordinance amendments described above. Staff recommends many of the programs that have not yet been implemented to be carried forward to the next planning

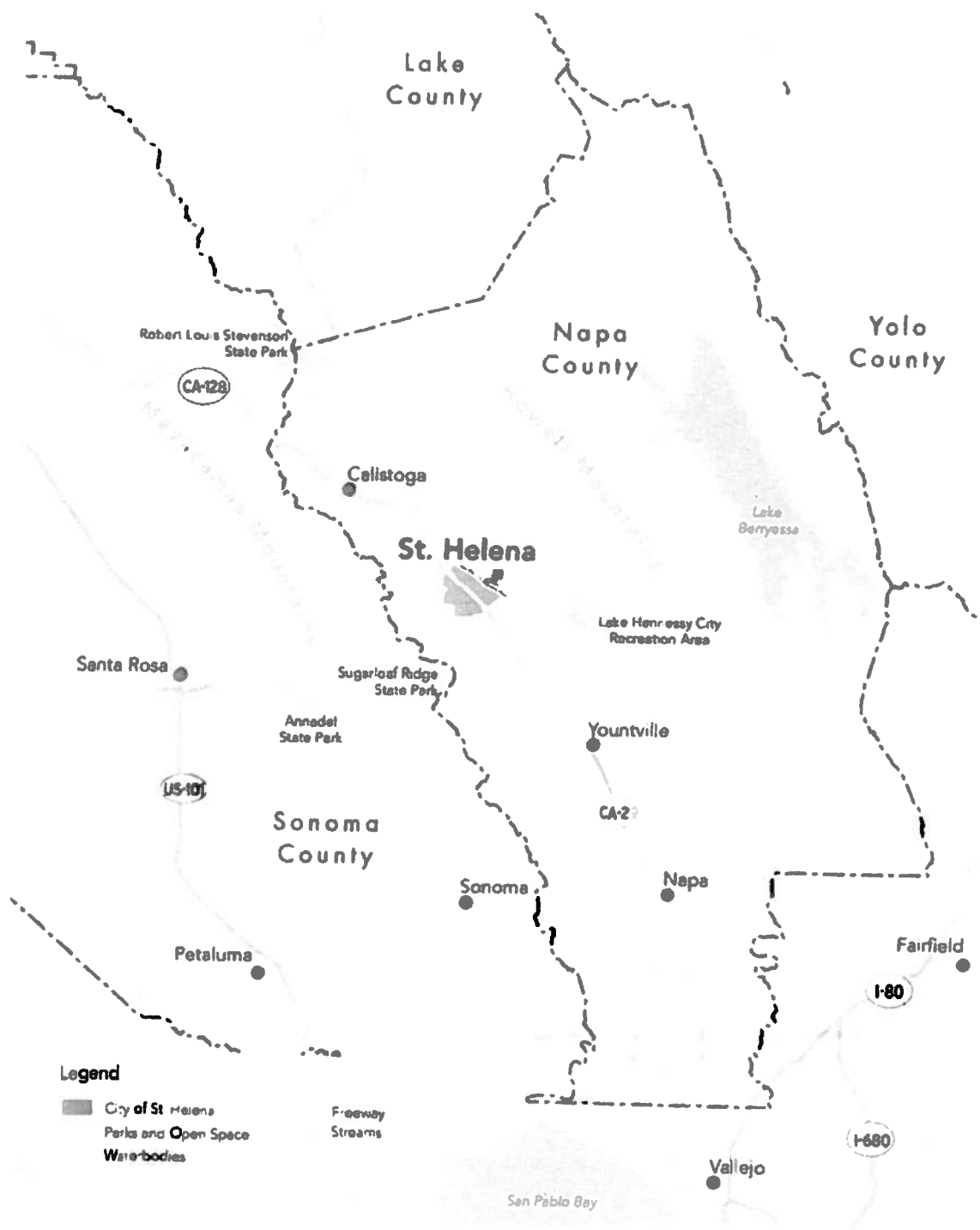
period.

(D) Revised Policies and Programs

The updated housing element includes many of the programs that were included in the 2009 Housing Element. Several programs were either deleted or modified because the City had accomplished the program actions. Based on public input from the April Community Workshop, one new program was added, as follows:

HE4.F Pursue additional funding for affordable housing. Explore other options for affordable housing funding, including a real estate transfer tax and Housing Trust Fund contributions from the wine and hospitality industry in Napa Valley.

- 15. Other agencies or utility providers whose approval is required (e.g., permits, financing approval, or participation agreement):** Review by the State of California Housing and Community Development Department (HCD), although the project does not require HCD approval or the approval of any other state or local agency. There are no responsible or trustee agencies for this project pursuant to CEQA.



SOURCE: City of St. Helena, Napa County
Map Revised: January 2010

St. Helena General Plan Update EIR 210147

Figure 1
Regional Setting

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|---|--|---|
| ☐ Aesthetics | ☐ Agriculture and Forestry | ☐ Air Quality |
| ☐ Biological Resources | ☐ Cultural Resources | ☐ Geology/Soils |
| ☐ Greenhouse Gas Emissions | ☐ Hazards and Hazardous Materials | ☐ Hydrology/Water Quality |
| ☐ Land Use/Planning | ☐ Mineral Resources | ☐ Noise |
| ☐ Population/Housing | ☐ Public Services | ☐ Recreation |
| ☐ Transportation/Traffic | ☐ Utilities/Service Systems | ☐ Mandatory Findings of Significance |

DETERMINATION:

On the basis of this initial evaluation:

- ☒ I find that the proposed project COULD NOT have a significant effect on the environment and a **NEGATIVE DECLARATION** will be prepared.
- ☐ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- ☐ I find that the proposed project MAY have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- ☐ I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- ☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an **EARLIER EIR or NEGATIVE DECLARATION** pursuant to applicable legal standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or **NEGATIVE DECLARATION**, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.



Aaron Hecock
Planner
City of St. Helena

4-13-15

Date

B. REFERENCES

The following is a list of references used in the preparation of this document. Each of the topics addressed in Section C, Evaluation of Environmental Impacts, includes a list of references by number. The numbers for the reference sources correspond with the sources that are listed below by number.

1. City of St. Helena General Plan
2. City of St. Helena Zoning Ordinance
3. Draft City of St. Helena Housing Element
4. Hazardous waste list website: http://www.dtsc.ca.gov/database/Calsites/Cortese_List.cfm.
5. State Planning and Zoning Law
6. National Pollution Discharge Elimination System (NPDES)
7. Composite Flood Hazard Areas - HUD National Flood Insurance Program
8. Field Inspection
9. Experience with other projects of this size and nature
10. Aerial Photography
11. Napa Countywide Plan
12. Bay Area Air Pollution Control District
13. California Natural Areas Coordinating Council Maps
14. U.S. Census
15. ABAG Projections
16. BAAQMD CEQA Guidelines Assessing the Air Quality Impacts of Projects and Plans
17. Department of Fish & Game
18. US Army Corps of Engineers
19. USGS Data Contribution
20. California Natural Diversity Database
21. State/Federal Environmental Standards
 - (a) Ambient Air Quality Standards
 - (b) Noise Levels for Construction Equipment
22. Federal Environmental Standards
 - (a) Water Quality Standards - 40 CFR 120
 - (b) Low-Noise Emission Standards - 40 CFR 203
 - (c) General Effluent Guidelines & Standards - 40 CFR 401
 - (d) National Primary & Secondary Ambient Air Quality Standards - 40 CFR 50

C. EVALUATION OF ENVIRONMENTAL IMPACTS

Note: For each topic listed below, a reference source was used to complete the Environmental Checklist. The reference sources are listed by number in Section B of this document.

1. Aesthetics Would the project have:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☒	☐
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☒	☐
c) Substantially degrade the existing visual character or quality of the site and its surroundings? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☒	☐
d) Create a new source of substantial light or glare that would adversely affect day or nighttime views in the area? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☒	☐

Discussion:

A substantial adverse effect to visual resources could result in situations where a project introduces physical features that are not characteristic of current development, obstructs an identified public scenic vista, or has a substantial change to the natural landscape. All new development under the proposed Housing Element would be consistent with the City's General Plan and current zoning. The revisions to the current 2009 Housing Element that are proposed in this project (the 2015 Housing Element) will not result in a significant increase in visual impacts over those identified in the mitigated negative declaration for the 2009 Housing Element, or more recently adopted CEQA documents. The proposed Housing Element will not affect scenic vistas or

damage scenic resources because any new development, including possible homeless facilities, would be subject to the City's zoning and design review requirements intended to protect the visual character and quality of areas and to limit light sources on any property to avoid any new sources of substantial light or glare. The City's current development standards are consistent with the proposed Housing Element in the regulation of building height, setbacks, massing, and overall design in St. Helena. These general guidelines are to provide property owners and project designers certain basic development and design criteria in order to reinforce the desired building and character. No rezoning that would permit new or increased construction in areas near scenic vistas or State scenic highways is proposed in the 2015 Housing Element. Based on the above, the project would have a less than significant impact on aesthetics and visual resources.

Mitigation Measures. None Required.

2. Agriculture and Forestry Resources:				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract? (Sources: 1, 2, 3, 12)	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))? (Sources: 1, 2, 10, 12)	☐	☐	☐	☒

d) Result in the loss of forestland or conversion of forestland to non-forest use? (Sources: 1, 2, 10, 12)	☐	☐	☐	☒
e) Involve other changes in the existing environment that, due to their location or nature, could result in conversion of Farmland, to non-agricultural use? (Sources: 1, 2, 9, 10, 11, 12)	☐	☐	☐	☒

Discussion:

The proposed Housing Element does not change any boundaries or the potential for agricultural activities. There are no proposals contained in the proposed Housing Element to convert Prime Farmland or any farmland of unique or State-wide importance. In addition, there is no rezoning or development proposed on forest land or land or timber property zoned Timberland Production. There are also no proposals that would conflict with existing agricultural zoning or a Williamson Act contract, or result in the conversion of Prime Farmland, Unique Farmland, or Farmland of Statewide Importance to non-agricultural use, or conversion or loss of forest land. Based on the above, the proposed project would result in no impacts to agricultural or forest resources.

Mitigation Measures. None Required.

3. Air Quality				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan? (Sources: 1, 2, 3, 10, 12, 13, 17)	☐	☐	☐	☒
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation? (Sources: 1, 2, 3, 10, 12, 13, 17)	☐	☐	☒	☐
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an	☐	☐	☒	☐

applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)? (Sources: 1, 2, 3, 10, 12, 13, 17)				
d) Expose sensitive receptors to substantial pollutant concentrations? (Sources: 1, 2, 3, 9, 10, 11, 12, 13, 17)	☐	☐	☒	☐
e) Create objectionable odors affecting a substantial number of people? (Sources: 1, 2, 3, 9, 10, 11, 12, 13, 17)	☐	☐	☐	☒

Discussion:

The project (updated Housing Element) would not conflict with or obstruct implementation of the *Bay Area Clean Air Plan* (BAAQMD, 2000). The project site (City of St. Helena) is within the San Francisco Bay Area Air Basin. The Bay Area Air Quality Management District (BAAQMD) is the regional government agency that monitors and regulates air pollution within the air basin. Three pollutants are known to exceed the state and federal standards in the Town: ozone, particulates (PM10), and carbon monoxide. Both ozone and PM10 are considered regional pollutants, because their concentrations are not determined by proximity to individual sources, but show a relative uniformity over a region. Carbon monoxide is considered a local pollutant, because elevated concentrations are usually only found near the source (e.g., congested intersections).

The proposed Housing Element will not generate more vehicle trips as compared with the 2009 Housing Element or create more vehicle trips than permitted under the City's current zoning or general plan. The number of dwelling units accommodated by the proposed Housing Element is less than that accommodated by the 2009 Housing Element. In addition, there are several City policies intended to address air pollutants and/or odors in the City. The number of dwelling units that could be developed under the proposed Housing Element would not result in significant cumulative impacts to air quality as growth and land use intensity are consistent with the City's current General Plan and current zoning. Development under the proposed Housing Element is also consistent with ABAG's projections for St. Helena. Since the proposed Housing Element is consistent with ABAG projections and the City's current General Plan and zoning, development under the proposed Housing Element will not conflict with or obstruct implementation of the applicable air quality plans.

The project would not expose sensitive receptors to substantial pollutant concentrations or create objectionable odors affecting a substantial number of people. Based on the above, the proposed project would result in no impact or less than significant impact to air quality.

Mitigation Measures. None Required.

4. Biological Resources Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? (Sources: 1, 2, 3, 9, 10, 11, 12, 18, 22)	☐	☐	☒	☐
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service? (Sources: 1, 2, 3, 9, 10, 11, 12, 18, 22)	☐	☐	☐	☒
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means? (Sources: 1, 2, 3, 9, 10, 11, 12, 18, 22)	☐	☐	☐	☒
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites? (Sources: 1, 2, 3, 9, 10, 11, 12, 18, 22)	☐	☐	☒	☐

Discussion:

Depending on the location, any future urban development in the City has the potential to affect important biological resources by disturbing or eliminating areas of remaining natural communities. This could include (a) a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service, (b) a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service, (c) a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act, or (d) interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites. However, the proposed Housing Element would not modify the location or amount of residentially-designated land allowed in the City's current General Plan and zoning. All new development under the proposed Housing Element would be consistent with the General Plan and current zoning, and would be consistent with local policies or ordinances protecting biological resources, and would not conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan. Biological impacts would not be intensified over those analyzed in the 2009 Housing Element mitigated negative declaration. Based on the above, the proposed project (2015 Housing Element update) would result in no impact or less than significant impact to biological resources.

Mitigation Measures. None Required.

5. Cultural Resources				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in CEQA Guidelines Section 15064.5? (Sources: 1, 2, 3, 9, 10)	☐	☐	☐	☒
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to CEQA Guidelines Section 15064.5? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☒	☐
c) Directly or indirectly destroy a unique	☐	☐	☒	☐

paleontological resource or site or unique geologic feature? (Sources: 1, 2, 3, 9, 10, 11)				
d) Disturb any human remains, including those interred outside of formal cemeteries? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☒	☐

Discussion

Depending on the location, any future urban development in the City has the potential to (a) cause a substantial adverse change in the significance of a historical resource as defined in CEQA Guidelines Section 15064.5, (b) cause a substantial adverse change in the significance of an archaeological resource pursuant to Guidelines Section 15064, (c) directly or indirectly destroy a unique paleontological resource or site or unique geologic feature, or (d) disturb any human remains, including those interred outside of formal cemetery. The current General Plan and zoning, City development standards, and project review are intended to protect any impact to cultural resources. All new development identified in the Housing Element and the changes from the 2009 Housing Element would be consistent with the General Plan and current zoning. No development is being permitted where it is not currently permitted under the General Plan and Zoning Ordinance. Based on the above, the proposed project would result in no impact or less than significant impact to cultural resources as compared to the impacts analyzed in the 2009 Housing Element negative declaration.

Mitigation Measures. None Required.

6. Geology And Soils				
Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42. (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☒	☐

ii) Strong seismic ground shaking? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☒	☐
iii) Seismic-related ground failure, including liquefaction? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☒	☐
iv) Landslides? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☒	☐
b) Result in substantial soil erosion or the loss of topsoil? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☐	☒
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☐	☒
d) Be located on expansive soil, as defined in California Building Code, creating substantial risks to life or property? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☐	☒
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☐	☒

Discussion:

There are no Alquist-Priolo Earthquake Fault Zones within the City of St. Helena. The nearest known active faults are: the Rodgers Creek fault, approximately 13 miles to the west; the Maacama fault, approximately 14 miles to the northwest; the Hunting Creek Berryessa fault, approximately 17 miles to the northeast; and the West Napa fault, approximately 21 miles to the south. Therefore, the potential for fault surface rupture (as opposed to ground shaking) within the City limits is low. Most lowland areas with relatively level ground surface are not prone to landslides. Other forms of slope instability, such as the formation of slumps, translational slides, or earth flows, are also unlikely to occur except along stream banks and terrace margins. The highland areas are more susceptible to slope instability. The strong ground motion that occurs during

earthquakes is capable of inducing landslides and debris flow (mudslides). These types of failure generally occur where unstable slope conditions already exist. The City has in place regulations and geologic review procedures to address these hazards. Hillside areas with landslide potential are of particular concern, and slope stability requires appropriate treatment of vegetative cover during and after residential development. The City's General Plan and zoning do not prohibit new development on areas of geologic hazard, however many precautionary recommendations and restrictions are established in the policies and City requirements in order to minimize potential impacts from developing on geologically hazardous land. City regulations and policies cover slope stability, landslides, earthquake faults, seismic shaking requirements, requirements for sewerage, and expansive soils. All new development would be consistent with the General Plan and current zoning and development regulations.

Depending on the location, any future urban development in the City has the potential to expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death. This could include (a) rupture of a known earthquake fault, strong seismic ground shaking, and seismic-related ground failure, including liquefaction, (b) result in substantial soil erosion or the loss of topsoil, (c) be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse, (d) be located on expansive soil, as defined in the California Building Code (CBC), creating substantial risks to life or property, or (e) have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water. No development is being permitted where it is not currently permitted in the General Plan, Zoning Ordinance, and 2009 Housing Element, and all new development under the proposed Housing Element would be in areas already designated for residential or mixed use development. Any new construction would be required to meet CBC requirements and all development regulations of the City of St. Helena. Based on the above, the proposed project would result in no impact or less than significant impact on geology and soils as compared to the 2009 Housing Element.

Mitigation Measures. None Required.

7. Greenhouse Gas Emissions				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? (Sources: 1, 2, 10, 12, 17, 21)	☐	☐	☒	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? (Sources: 1, 2, 10, 12, 17, 21)	☐	☐	☐	☒

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Discussion:

On June 2, 2010, the Bay Area Air Quality Management District's (BAAQMD) Board of Directors unanimously adopted new CEQA thresholds of significance. The thresholds of significance are included in the Air District's updated CEQA Guidelines. The updated CEQA Guidelines address recent changes in air quality standards for ozone and particulate matter (PM) from the State of California and the U.S. EPA. The new health-protective air quality standards are in response to growing scientific evidence that exposure to ozone, fine particles and air toxics have greater health effects than previously estimated. In addition, the Air District's new greenhouse gas thresholds were developed to ensure that the Bay Area meets the State's plan to address climate change. The CEQA Guidelines also address exposure to toxic air contaminants, which is associated with increased risk for cardiovascular disease, asthma, reduced birth weight and mortality. Although air quality in the Bay Area has improved over the last thirty years, fine PM and other air toxic contaminants released by transportation and industrial activities threaten the health of local residents. The updated CEQA Guidelines seek to better protect the health and well-being of Bay Area residents. Development under the proposed Housing Element is consistent with ABAG projections, the City's General Plan, and current zoning and, therefore, will not generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment over current projections. It will also not conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases. No BAAQMD threshold of significance would be reached.

The City of St Helena is implementing the International Council for Local Environmental Initiatives (ICLEI) program to reduce the GHG emissions from City-controlled sources. The City of St Helena Greenhouse Gas Emission Reduction Action Plan provides five measure-specific plans to reduce City-controlled GHG emissions by more than 20 percent. The plan actually includes five plans to reduce GHG emissions to meet the overall goal. These plans consist of numerous measures to reduce GHG emissions, reduce energy costs, address equipment problems, and reduce the volatility of the City's annual energy costs. Changes in the 2015 Housing Element accommodate and envision fewer housing units than the 2009 Housing Element and would this constitute a reduction in greenhouse gas emission over the baseline conditions set forth in the 2009 Housing Element. Since the project would not result in the creation of more dwelling units, or dwelling units in locations different than those allowed in the current General Plan, Zoning Ordinance, and 2009 Housing Element; the proposed project would result in no impact or less than significant impact on greenhouse gas emissions.

Mitigation Measures. None Required.

8. Hazards And Hazardous Materials

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒

e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☐	☒

Discussion:

The proposed Housing Element will not result in potential impacts from hazards and hazardous material that may endanger residents or the environment. No hazards are associated with the policies or programs contained in the updated Housing Element. Implementation of the updated Housing Element will also not generate significant quantities of hazardous materials, significantly affect the mitigation of hazardous materials manufacture, storage, transport or use within the City, or expose residences to hazardous materials. All new development under the proposed Housing Element would be consistent with the General Plan and current Zoning. This includes the City's emergency response plan and any impacts related to air safety or risk from fire. There is no public airport within two miles of the City of St. Helena. The nearest public airport is Angwin-Parrett Field Airport, which is approximately 8 miles northeast of St. Helena. There would be no impact. No airstrips are located in the City of St. Helena. The nearest private airstrip is located at Pope Valley Airport, which is approximately 14 miles northeast of St. Helena. There would be no impact.

Development under the proposed Housing Element is proposed in areas already designated for residential. Areas designated for possible homeless facilities are already developed areas and many areas are already built upon. Based on the above, the proposed project would result in no impact on hazards or hazardous materials.

Mitigation Measures. None Required

9. Hydrology And Water Quality				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements? (Sources: 1, 2, 3, 7, 9, 10, 11, 12)	☐	☐	☐	☒
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? (Sources: 1, 2, 3, 7, 9, 10, 11, 12)	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in substantial erosion or siltation on- or off-site? (Sources: 1, 2, 3, 9, 10, 11, 12)	☐	☐	☒	☐
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or	☐	☐	☒	☐

substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site? (Sources: 1, 2, 3, 9, 10, 11)				
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff? (Sources: 1, 2, 3, 7, 9, 10, 11)	☐	☐	☒	☐
f) Otherwise substantially degrade water quality? (Sources: 1, 2, 3, 7, 9, 10, 11)	☐	☐	☒	☐
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map? (Sources: 1, 2, 3, 8, 9, 10, 11, 12)	☐	☐	☒	☐
h) Place within a 100-year flood hazard area structures that would impede or redirect flood flows? (Sources: 1, 2, 3, 8, 9, 10, 11, 12)	☐	☐	☐	☒
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? (Sources: 1, 2, 3, 8, 9, 10, 11, 12)	☐	☐	☐	☒
j) Inundation by seiche, tsunami, or mudflow? (Sources: 1, 2, 3, 9, 10, 11, 12, 20)	☐	☐	☐	☒

Discussion:

Development under the proposed Housing Element will have no impact or less than significant impact in (a) violating any water quality standards or waste discharge requirements, (b) substantially depleting groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level, (c) substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site, (d) substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site, (e) create or contribute

runoff water which would exceed the capacity of existing or planned storm-water drainage systems or provide substantial additional sources of polluted runoff, (f) substantially degrade water quality, or (g) expose people to risks from flooding. The proposed Housing Element is consistent with ABAG projections, the City's General Plan, and current zoning, and any new development would require consistency with other City regulations and development standards related to flood control and drainage. The proposed Housing Element will not generate a significant impact on hydrology and water quality over current projections for population and housing units. No development is being permitted where it is not currently permitted, and all new development under the proposed Housing Element is proposed in areas and at densities already designated for residential or mixed use development.

Areas of development will not expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam, or inundation by seiche, tsunami, or mudflow. Housing location within the 100-year flood hazard area would be covered under current City policies and regulations protecting future development (floor elevations and mitigation). The amount of development under the proposed Housing Element is the same or less than amount allowed under the General Plan, current zoning and 2009 Housing Element. These policies and regulations adopted with the General Plan would continue to be implemented for future housing projects. Based on the above, the proposed project would result in no impact or less than significant impact on or from hydrology and water quality.

10. Land Use And Planning				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community? (Sources: 1, 2, 3, 9, 10)	☐	☐	☐	☒
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? (Sources: 1, 2, 3, 9, 10)	☐	☐	☒	☐
c) Conflict with any applicable habitat conservation plan or natural community conservation plan? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☐	☒

Discussion:

No development is being permitted under the proposed Housing Element where it is not permitted now, and all new development under the proposed Housing Element is proposed in areas already designated for residential or mixed use development. Implementation of the proposed Housing Element will not (a) physically divide an established community, (b) conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect, or (c) conflict with any applicable habitat conservation plan or natural community conservation plan. The proposed Housing Element is consistent with current City policy documents, including the General Plan and zoning. It is also consistent with ABAG projections for St. Helena. The updated Housing Element carries forward many of the programs contained in the 2009 Housing Element related to potential housing sites. No changes are made in the updated Housing Element as they relate to the density or development potential on housing sites. Based on the above, the proposed project would result in no impact or less than significant impact on land use and planning as compared to the 2009 Housing Element that serves as the baseline for CEQA analysis.

Mitigation Measures. None Required.

11. Mineral Resources				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state? (Sources: 1, 2, 3, 9, 10, 11)	☐	☐	☐	☒
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan? (Sources: 1)	☐	☐	☐	☒

Discussion:

The City of St. Helena is largely built out with residential and some commercial uses. There are no mineral resources or operations in the city. As a result, there would be no impact to mineral resources associated with adoption of the proposed Housing Element. The city contains no sites designated by the California State Department of Conservation. Division of Mines and Geology as having significant mineral resources for the

North Bay region. As such, changes contemplated by the City's proposed Housing Element Update and General Plan would have no impact on mineral resources.

Mitigation Measures. None Required.

12. Noise				
Would the project result in:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? (Sources: 1, 9, 10)	☐	☐	☒	☐
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels? (Sources: 1, 9, 10)	☐	☐	☐	☒
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? (Sources: 1, 9, 10)	☐	☐	☒	☐
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? (Sources: 1, 9, 10)	☐	☐	☒	☐
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels? (Sources: 1, 12)	☐	☐	☐	☒

f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels? (Sources: 1, 12)	☐	☐	☐	☒
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Discussion:

The proposed Housing Element carries forward many of the programs contained in the 2009 Housing Element related to potential housing sites, which are consistent with the City's General Plan and zoning, as well as other City regulations and requirements pertaining to noise impacts and impacts on residents who might live in housing that could be constructed. The proposed Housing Element will not result in the exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies because all land use designations are consistent with current plans. The same is true regarding the exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels, and for the same reasons. The proposed Housing Element will not cause a substantial permanent increase in ambient noise levels in St. Helena above levels existing levels. The location of homeless facilities (required under SB2) requires a facility to be located within one-quarter mile of a transit stop. These facilities generate minimal traffic and potential noise impacts. When construction occurs, City practices are in place to reduce to a less than significant level any substantial temporary or periodic increase in ambient noise levels in the City. The City is not affected by noise levels from air traffic. Based on the above, the proposed project would result in no impact or less than significant impact to the noise environment in St. Helena or on future residents of the housing that may be constructed as compared to the 2009 Housing Element baseline.

Mitigation Measures. None Required.

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13. Population And Housing				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? (Sources: 1, 2, 3, 4, 12, 16)	☐	☐	☒	☐
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? (Sources: 1, 2, 3, 4)	☐	☐	☐	☒
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere? (Sources: 1, 2, 3, 4)	☐	☐	☐	☒

Discussion:

The updated Housing Element utilizes Association of Bay Area Governments (ABAG) projections to determine the Regional Housing Needs Allocation (RHNA) for an 8-year planning period. Minimal population growth is projected either in the St. Helena General Plan or the Napa Countywide Plan. Since the proposed Housing Element is consistent with the current General Plan and zoning, as well as ABAG projections, it will not induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure). The proposed Housing Element proposes various housing programs to assist in providing housing for low and moderate income households. Therefore the project would likely not displace any existing residents, but would facilitate adequate housing for city residents. Implementation of the updated Housing Element will create a positive impact by addressing population and housing needs. The proposed Housing Element carries forward many of the programs contained in the 2009 Housing Element related to potential housing sites, but must accommodate a smaller number of housing units to meet regional needs. No changes are made in the updated Housing Element as they relate to the density or development potential on housing sites. Therefore, the proposed Housing Element will not displace substantial numbers of existing housing or people, necessitating the construction of replacement housing elsewhere. Based on the above, the proposed project would result in no impact or less than significant impact to the population and housing environment in St. Helena, or on future residents of the housing that it contemplates, as compared to the 2009 Housing Element baseline.

Mitigation Measures. None Required.

14. Public Services				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:	☐	☐	☒	☐
Fire protection? (Sources: 1, 2, 3, 4, 12)	☐	☐	☒	☐
Police protection? (Sources: 1, 2, 3, 4, 12)	☐	☐	☒	☐
Schools? (Sources: 1, 2, 3, 4, 12)	☐	☐	☒	☐
Parks? (Sources: 1, 2, 3, 4, 12)	☐	☐	☒	☐
Other public facilities? (Sources: 1, 2, 3, 4, 12)	☐	☐	☒	☐

Discussion:

All potential impacts to public services, including fire and police protection, medical aid, schools, parks, maintenance of public facilities and other governmental services are considered in the proposed Housing Element in determining whether a housing site is available for and appropriate for development. The proposed Housing Element evaluates the zoning, the slope and topography, whether the site is sufficiently served by public facilities, such as sewer and water, and whether there are environmental barriers to development. The estimated unit capacity is based on all applicable land-use controls and site improvement requirements, including standards such as maximum lot coverage, height, open space, and parking. Since all housing sites are consistent with the current General Plan and zoning, the proposed Housing Element will not result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other

performance objectives for any of the public services listed above (fire, police, parks, schools and others). For sites identified as being underdeveloped, the projected development considers existing development trends and site redevelopment potential. All new development projected under the updated Housing Element and special needs housing policies and programs are consistent with the service levels established in the General Plan, current zoning, and ABAG projections. Based on the above, the proposed project would result in no impact or less than significant impact to public services as compared to the 2009 Housing Element baseline.

Mitigation Measures: None Required.

15. Recreation				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? (Sources: 1, 2, 3, 9, 10)	☐	☐	☒	☐
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment? (Sources: 1, 2, 3, 9, 10)	☐	☐	☒	☐

Discussion:

No development is being permitted under the proposed Housing Element where it is not permitted now, and all new development under the proposed Housing Element is proposed in areas already designated for residential or mixed use development. Implementation of the proposed Housing Element will not increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated. The proposed Housing Element will not result in recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment. The availability, maintenance, and management of park and recreation facilities are covered under the General Plan, the City's Capital Improvement Program (CIP), and the City's budget. No specific recreational facilities or the construction or expansion of recreational facilities that might have an adverse physical effect on the environment is included in the updated Housing Element. Development under the proposed Housing Element is consistent with ABAG projections, the City's General Plan, and current zoning and, therefore, will not generate a significant impact on the environment over current projections for recreation needs. Based on the above, the proposed project would result in no impact or less

than significant impact on recreation in St. Helena as compared to the 2009 Housing Element baseline.

Mitigation Measures None Required

16. Transportation/Traffic				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit? (Sources: 1, 2, 3, 4, 5)	☐	☐	☐	☒
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways? (Sources: 1, 2, 9, 10, 12)	☐	☐	☐	☒
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks? (Sources: 1, 2, 9, 10, 12)	☐	☐	☐	☒
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous	☐	☐	☐	☒

intersections) or incompatible uses (e.g., farm equipment)? (Sources: 1, 2, 9, 10, 12)				
e) Result in inadequate emergency access? (Sources: 1, 2, 9, 10, 12)	☐	☐	☐	☒
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities? (Sources: 1, 2, 9, 10, 12)	☐	☐	☐	☒

Discussion:

Development under the proposed Housing Element will not cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections), as compared to the 2009 Housing Element baseline. No development is being permitted under the proposed Housing Element where it is not currently permitted, and all new development under the proposed Housing Element is proposed in areas already designated for residential or commercial development. Traffic levels and improvements are identified as part of the City's General Plan. Project specific impacts that could result from residential development under the Housing Element will be evaluated on case-by-case basis through an appropriate level of environmental review under the California Environmental Quality Act as new projects come forward. All new development under the proposed Housing Element would be consistent with the General Plan and current zoning. The proposed Housing Element will not increase hazards due to a design feature, result in inadequate emergency access, result in inadequate parking capacity, or conflict with adopted policies, plans, or programs supporting alternative transportation. The proposed Housing Element supports current City policies as they relate to the identification of potential sites for housing. Based on the above, the proposed project would result in no impact on transportation/traffic in St. Helena as compared to the 2009 Housing Element baseline.

Mitigation Measures. None Required.

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17. Utilities And Service Systems				
Would the project:				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? (Sources: 1, 16)	☐	☐	☐	☒
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (Sources: 1, 12)	☐	☐	☐	☒
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (Sources: 1)	☐	☐	☐	☒
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed? (Sources: 1, 12)	☐	☐	☐	☒
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? (Sources: 1, 12)	☐	☐	☐	☒
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs? (Sources: 1, 12)	☐	☐	☐	☒

g) Comply with federal, state, and local statutes and regulations related to solid waste? (Sources: 1, 12)	☐	☐	☐	☒
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Discussion:

No changes are made in the proposed Housing Element, as compared to the 2009 Housing Element, as they relate to the density or development potential on housing sites. No development is being permitted under the proposed Housing Element where it is not currently permitted, and all new development under the proposed Housing Element is proposed in areas already designated for residential or mixed use development. All new development under the proposed Housing Element would be consistent with the General Plan and current zoning. Development under the proposed Housing Element is also consistent with ABAG projections, which provide the basis for planning for water, solid waste, and wastewater treatment. Therefore, the proposed Housing Element will not (a) exceed wastewater treatment requirements, (b) require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects, or (c) require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects. With the above policies associated with land use, impacts to the community as a result of implementing the proposed Housing Element are less than significant. The proposed Housing Element would not alter the intensity or density of development allowed within the broader zoning land use category. Based on the above, the proposed project would result in no impact on utilities and service systems in St. Helena, including compliance with federal, state, and local statutes and regulations related to solid waste, as compared to the 2009 Housing Element baseline.

Mitigation Measures. None Required.

Mandatory Findings Of Significance				
	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the	☐	☐	☒	☐

major periods of California history or prehistory?				
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☐	☐	☒
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	☒	☐

Discussion:

No development is being permitted under the proposed Housing Element where it is not currently permitted, and all new development under the proposed Housing Element is proposed in areas already designated for residential or mixed use development. All new development under the proposed Housing Element would be consistent with the General Plan and current Zoning, and development would occur consistent with current City regulations and development review practices. Development under the proposed Housing Element is also consistent with ABAG projections, which provide the basis for planning for future needs. Thus, the project does not have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory.

The updated Housing Element carries forward many of the programs contained in the 2009 Housing Element related to potential housing sites. The updated Housing Element supports affordable housing development on sites already identified in the 2009 Housing Element as potential housing sites. No new housing sites are being added, neither is the density increased on any sites from that shown in the General Plan and Zoning Ordinance. The proposed Housing Element also better addresses special needs populations. The limited modifications contained in the proposed Housing Element will not have impacts that are individually limited, but cumulatively considerable because the proposed Housing Element is consistent with the City's current General Plan and zoning.

DEPARTMENT OF TRANSPORTATION

DISTRICT 4

P.O. BOX 23660, MS-10D

OAKLAND, CA 94623-0660

PHONE (510) 286-5528

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May 4, 2015

NAPGen090

SCH# 201102113

Mr. Aaron Hecock, AICP
City of St. Helena
1480 Main Street
St. Helena, Ca 94530

Dear Mr. Hecock:

City of St. Helena General Plan Housing Element Update – Negative Declaration

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above project. The mission of Caltrans is to provide a safe, sustainable, integrated, and efficient transportation system to enhance California's economy and livability. The Local Development Intergovernmental Review Program reviews land-use projects to ensure consistency with our mission and state planning priorities of infill, conservation, and efficient development. The following comments are based on the Negative Declaration. We provide these comments consistent with the State's smart mobility goals that support a vibrant economy, and build communities, not sprawl.

Lead Agency

As lead agency, the City of St. Helena (City) is responsible for all project mitigation, including any needed improvements to state highways.

Project Understanding

The City is centrally located in Napa County. It sits in the upper Napa Valley known for its diverse soils, microclimates, and successful agriculture and wine-making industry. The City is located approximately 65 miles north of San Francisco and 77 miles west of Sacramento. State Route 29 bisects the City and connects it to other communities in the Napa Valley. The development pattern within this area includes an abundance of agricultural lands, business and industrial uses serving agricultural, single and multi-family residential neighborhoods, and a downtown that serves as the commercial center for the City and surrounding communities.

"Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability"

Mr. Aaron Hecock/City of St. Helena
May 4, 2015
Page 2

The City has developed an urban limit line to control and limit development in order to ensure that prized agricultural and open space lands remain for future generations. The Housing Element does not propose any re-zoning that would allow new residential units or other development beyond what is allowed under current regulations.

Vehicle Trip Reduction

We encourage you to develop Transportation Demand Management (TDM) policies to encourage usage of nearby public transit lines and reduce vehicle trips on the State Highway System. These policies could include lower parking ratios, car-sharing programs, bicycle parking and showers for employees of local businesses, and provide transit passes to residents and employees, among others. For information about parking ratios, see the Metropolitan Transportation Commission (MTC) report *Reforming Parking Policies to Support Smart Growth* or visit the MTC parking webpage: http://www.mtc.ca.gov/planning/smart_growth/parking/.

Please feel free to call or email Sandra Finegan at (510) 622-1644 or sandra.finegan@dot.ca.gov with any questions regarding this letter.

Sincerely,



PATRICIA MAURICE
Acting District Branch Chief
Local Development - Intergovernmental Review

c: State Clearinghouse

"Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability"

Law Office of David Grabill

1930 Alderbrook Lane
Santa Rosa, CA 95405
(707) 528 6839
dgrabill@gmail.com

February 24, 2015
Via Hand Delivery and Email

To: Hon. Alan Galbreath, Mayor
and Members of the St. Helena City Council

Re: St. Helena Draft Housing Element

This letter is submitted on behalf of Latinos Unidos del Valle de Napa y Solano, a California public benefit corporation and on behalf of other lower income families who are forced to commute long distances to work each day on account of the lack of housing in St. Helena that they can afford to rent. Latinos Unidos has worked closely with the low income families evicted from their homes at 1103 and 1105 Pope Street in St. Helena as a result of housing code enforcement by the City in November, 2011. Those families have had great difficulty finding other housing in the City which they can afford to rent.

The City of St. Helena (the City) has an obligation under state and federal law to address the housing needs of households of all income levels in the Housing Element of its General Plan. It was required by Government Code §65588(e) to fully adopt a revised and updated housing element no later than January 31, 2015. Apparently to avoid the sanction set out in §65588(e)(4) for failure to comply with this deadline, the City is now moving hastily to get a revised housing element submitted to and approved by HCD by May 31, 2015.

We have reviewed the draft element which was approved with certain reservations last week by the City's Planning Commission. We believe it fails to meet the requirements of the applicable Government Code provisions in several important respects set out below.

PUBLIC PARTICIPATION

Government Code §65583(c)(7) requires jurisdictions to make *diligent efforts* to achieve public participation of all economic segments of the community in the development of the housing element and to describe that effort in the housing element. The City has failed to meet these important obligations.

The 197-page Draft Housing Element was released to the public for the first time on Friday, February 13, 2015 with the agenda for the scheduled Planning Commission meeting on February 17. That meant less than four days - over a 3-day weekend - to review and prepare comments on the draft. This falls far short of the *diligent effort* as required by the Government Code. In addition, today's consideration of the draft housing element by the City Council was incorrectly

noticed to be part of the Council's regular agenda. We received an email at 5:30 PM yesterday from the City Clerk advising that the housing element would be considered as "study session" item by the City Council at 4:00 PM today, and not as part of the regular agenda starting at 6:00 PM. Many working people would not be able to attend a 4 PM study session even if they did receive the email from the City about the change in time for the session.

A "community workshop" concerning the housing element had been held 10 months earlier in April, 2014. The workshop was not widely publicized. Although the City and nearby areas have a sizeable Spanish-speaking population, no Spanish-language outreach was conducted for the April, 2014 workshop, or for the February 13 meeting of the Planning Commission. The process clearly has not afforded the public an adequate opportunity for input as required by Gov. Code §65583(c)(7).

THE SITES INVENTORY IS INADEQUATE

Through its Housing Element, the City must ensure that it has sufficient sites zoned at appropriate densities, and served with adequate infrastructure, to meet its housing needs over the next eight years, including housing affordable to extremely low, very low and low income households, and capable of producing a variety of housing type. The sites identified in the draft housing element are clearly not adequate to meet the City's housing needs for lower income households over the next eight-year planning period.

Only *one* unit affordable to lower income households has been built in St. Helena during the 2009-2014 housing element planning period. The City's RHNA for that period was 51 units. All but two of the same sites that were listed in the 2009 housing element are listed again in the sites inventory of the draft housing element.¹ The draft does not purport to analyze why no affordable units have been approved for these listed sites, nor does it explain why the two most buildable sites have been deleted from the priority "Housing Opportunity" sites list. In a survey taken in 2010 by the group "Our Town," the owners of most of the listed sites have advised that they have no interest in allowing housing affordable to lower income households to be built on their properties. The refusal of the land owners to allow development of multifamily housing over the last planning period and before indicates that the *availability* requirement for including these sites in the inventory has not been met. Zoning and density are not a proxy for availability, especially when there is a history of non-development.²

¹ The two deleted sites are the Adams Street site owned by the City, and the Hunter Project site which has an active development application pending that includes affordable units.

² The minimum density of 16.1 units per acre allowed for these sites is substantially less than the minimum "default" density of 20 units per acre required for inclusion of sites within the

The draft has deleted from its inventory of preferred "Housing Opportunity Sites" the "Adams Street" property, which is owned by the City, and the "Hunter Project" site. The Hunter property is the site of a development application currently being processed by the City Planning Department which includes 25 to 30 units affordable to lower income households. The application has stirred opposition by neighbors and others opposed to multi-family housing in the City. The Adams Street site was proposed to be developed with a 112-unit affordable housing project under the auspices of the non-profit Mercy Housing in the City's 2009 housing element. Facing concerted opposition from neighbors and others, Mercy withdrew that proposal in 2012.

The Hunter and Adams Street sites have now been deleted altogether from the 'priority' list of "Housing Opportunity Sites" which the City supposedly favors for future multifamily development. When asked at the February 13 Planning Commission hearing why these two sites were deleted, the Planning Director said the Planning Department had pulled the Hunter project because that project was "politically controversial," and the City was working on other plans for its Adams Street property that did not include affordable housing.

The City should make its own determination of housing needs for all income levels. The ABAG RHNA allocations for Napa County jurisdictions have been reduced by 60% from the 2009-2014 allocations, largely for political reasons and not because the need for housing has decreased. HCD informed ABAG that these new allocations appeared to violate applicable statutory criteria for RHNA determinations. HUD wrote to ABAG that by concentrating RHNA allocations for lower income housing in communities with already high concentrations of lower income households, the new allocations appeared to violate federal fair housing laws. We would urge the City to not view the ABAG RHNA allocation as a ceiling on new housing construction but as a floor, and to craft the revised housing element to meet the real housing needs of people working in and near the City. Roughly 60% of the persons employed in Napa County live outside the County and commute long distances to work each day.

FARMWORKER HOUSING NEEDS

Government Code §65583(c)(1)(C) requires the City's housing element to include an analysis of farmworker housing needs. The element must, on the basis of that analysis, provide for sufficient sites to meet the city's need, with zoning that permits farmworker housing use *"by right including density and development standards that could accommodate and facilitate the feasibility of the development of farmworker housing for low- and very low income households."* The draft element does not include a current analysis of farmworker housing needs. It recites a

City's multifamily affordable housing sites inventory under Gov. Code §65583.2(c)(3). See HCD's June 20, 2013 Memorandum re Default Density Standards.

survey of overall farmworker employment in the County in 2012 (at Table 34) that indicates there were 4,800 workers employed in agriculture, including 2,400 “regular workers” working more than seven months in a year, and 1,200 workers working three to six months in a year in the County. **No data or analysis is included for the numbers of farmworkers in areas in and around St. Helena.** The draft element moreover omits any analysis whatsoever of the housing needs of this important part of the area’s workforce over the coming eight year planning period

GOVERNMENTAL CONSTRAINTS

The City’s housing element for the 2009-2014 planning period was approved by HCD based on the City’s commitment in Action HE 1E to promptly eliminate the conditional use permit requirement for multifamily housing and to “adopt development guidelines” which will facilitate construction of multifamily housing. See October 15, 2009 Letter to Planning Director Carole Poole from Cathy Creswell. The use permit requirement has been a serious impediment to multifamily housing development in the City. Despite the promise made in the 2009 housing element *The requirement has never been eliminated*. The current draft housing element proposes to eliminate the requirement “by 2016, once the City adopts design review guidelines for multifamily projects”⁴ and completes its long term general plan.⁵

The City also promised in 2009 to adopt development guidelines for multifamily housing which the City claimed would encourage multifamily housing. It has never done so. Its promise in the draft housing element to delete the use permit requirement after adopting “design review guidelines for multifamily projects” and completing its overall general plan update is a serious impediment to affordable housing development, and seriously conflicts with state law requirements. The City has had more than five years to eliminate the use permit requirement and adopt other programs to encourage affordable housing but has not done so. So it is no surprise that essentially no affordable housing has been approved during the 2009-2014 planning period. The revised housing element, to be consistent with state law, must include a commitment to immediately delete this conditional uses permit requirement.

¹ Napa County essentially prohibits multifamily residential development outside the incorporated urban areas under Measure J, a voter-approved initiative which has been in effect for more than 20 years. Housing for the County’s thousands of farmworker families must be provided within the five incorporated areas of the County. St. Helena, at the center of the County’s very prosperous wine industry, has an obligation to provide sites and facilitate housing for the farmworkers and their families whose labor is the foundation of the area’s prosperity.

⁴ See Draft Housing Element Needs Assessment at p. 140.

⁵ See Draft Housing Element Needs Assessment at p. 134

While it does not appear to be in City ordinances, the City Council has repeatedly gone on record over the past five years that it would not approve affordable developments of more than eight or nine units. An RFP was issued in 2010 to solicit affordable housing proposals for the city-owned Adams Street project. Six reputable non-profit developers responded with detailed proposals for 28+ units on the site. All six proposals were summarily rejected by the City Council. A majority of Council members stated that 28 units on the site were far more than the City would ever approve.

SECOND UNITS AS AFFORDABLE HOUSING

The draft element seeks to count second units towards meeting the City's RHNA obligation for units affordable to lower income households. HCD allows jurisdictions to count second units under certain circumstances, provided the jurisdiction has prepared an analysis that includes the number of second units developed in the prior planning period, the realistic capacity for additional second units, and an analysis of the anticipated affordability of second units. The City apparently sent out questionnaires to a number of homeowners who were known to have second units. Of the 28 responses received from the 78 recipients of the survey, only one respondent indicated that their second unit was rented at a level which would possibly be affordable to a low income tenant, and that unit may have been rented to a family member. Unless the City conducts the required analysis and the analysis establishes that a meaningful percentage of new second units will 1) actually be rented on a month to month basis, and 2) to members of the general public as opposed to family members or short term renters, and 3) at rents that are going to be affordable to lower income tenants, the City cannot count anticipated new second unit construction towards meeting any of its regional housing need for lower income units. See Gov Code §65583.1(a).

In addition, second units are generally small studios or one bedroom apartments. Relying on these to meet housing needs clearly does not address the housing needs of families with children and would conflict with the City's obligations under state and federal fair housing laws prohibiting policies that discriminate against households with children.

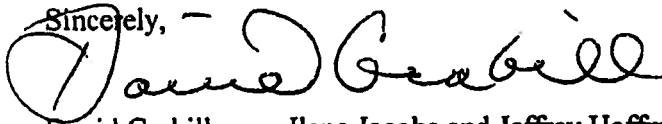
CONCLUSION

The City's draft housing element fails to address the severe shortage of housing for lower income households in and around St. Helena. It fails to identify adequate sites to meet the current and future needs for housing for all segments of the population; it fails to analyze or address the need for housing for farmworkers and their families. It improperly relies on second units to meet its RHNA. These and other deficiencies violate Article 10.6 of the Government Code. If not addressed and remedied prior to adoption of the revised housing element, we believe the City would be in violation of state and federal fair housing laws, including but not limited to Government Code Sections 65008 and 11135.

Hon. Alan Galbreath, Mayor / Members of the St. Helena City Council
February 24, 2015
Page 6

We would respectfully request that the City Council direct staff to prepare a revised draft housing element for submission to HCD that complies with both the letter and spirit of state and federal law, and which is prepared with broad and meaningful public participation from all segments of the community. If we can be of any assistance in that effort, please do not hesitate to contact us.

Sincerely,



David Grabill

Ilene Jacobs and Jeffrey Hoffman
California Rural Legal Assistance

Michael Rawson, Esq.
CA Affordable Housing Law Project

Attorneys for Latinos Unidos del Valle de Napa y Solano



April 27, 2015

David Grabill
1930 Alderbrook Lane
Santa Rosa, CA 95405

Dear Mr. Grabill:

This letter is in response to your letter of February 24, 2015 concerning the City of St Helena's Draft Housing Element. We are looking forward to continue working collaboratively with you and other interested parties to accommodate the affordable housing this community and the region as a whole needs. The Housing Element is currently scheduled to be considered by the City's Planning Commission on May 5, 2015 and by the City Council on May 26, 2015.

The following are the City's responses to the issues and questions you raise in your letter. Our responses are presented in the same order your questions/issues were raised:

Public Participation:

The City of St Helena is committed to an open, participatory, and collaborative public process for this Housing Element update, and to that end the City has fully complied with the Government Code public participation requirements. As you mention in your letter, the initial "Community Workshop" on the City's Housing Element was held on April 29, 2014, roughly 10 months before the February 2015 Planning Commission and City Council Workshops on the Housing Element. This April 2014 Community Workshop was public noticed and widely advertised to housing advocacy groups and other interested parties. There were over 50 people in attendance at this meeting representing a wide spectrum of City residents and interest groups. You attended this April 29, 2014 Community Workshop, as your name is listed on the meeting "sign in" sheet.

During the 10 month period of time that has elapsed since the April 2014 Community Workshop, no City sponsored Housing Element meetings or activities took place. Accordingly, there was nothing for the City to notice or report concerning the Housing Element during these 10 months. This "delay" was due in large part to the substantial Planning and City management staff turnover (the City's Interim Planning Director accepted a position in another jurisdiction, and the City's former City Manager retired) that occurred soon after the April 2014 Community Workshop, which impacted the scheduling of a number of City projects, including the Housing Element.

However, during this 10 month period the City continued its efforts to complete important Housing Element related implementation measures. Beginning in the summer of 2014 and continuing through the end of the year, City staff prepared and the Planning Commission and City Council conducted properly noticed public hearings. At these hearings, the Commission

and Council considered multiple housing related Zoning Code changes that were needed to implement the requirements of the City's existing 2009 Housing Element. These Housing Element related public hearings were noticed as required by State law, and community members and interest groups participated in this hearing process. These Housing Element related Zoning Code changes included the following:

- Added to the "General Provisions and Definitions" Section 17.04 of the Municipal Code definitions including Emergency Shelter, Supportive Housing, and Transitional Housing.
- Modified the "Agricultural (A-20)" and the "Agricultural Preserve (AP)" Zoning Districts to allow as Permitted Uses the following: Supportive Housing, Transitional Housing, and Agricultural Employee Housing consisting of up to 36 beds/or 12 units.
- Modified the "Low Density Residential (LR)", the "Low Density Residential 1 Acre Minimums (LR-1A)", the "Medium Density Residential (MR)", the "High Density Residential (HR)", and the "Woodland and Watershed (WW)" Zoning Districts to allow as Permitted Uses the following: Supportive Housing, Transitional Housing, Agricultural Employee housing for 6 or fewer employees, and allow Single Room Occupancy Housing as a permitted use in the High Density Residential (HR) District.
- Modified the "Service Commercial (SC)" Zoning District to allow as Permitted Uses the following: Supportive Housing (limited to upper floors only within a Mixed Use project), and Transitional Housing (limited to upper floors only within a Mixed Use project).
- Modified the "Business and Professional Office (BPO)" and the "Central Business (CB) District" to allow as Permitted Uses the following: Supportive Housing (limited to upper floors only) and Transitional Housing (limited to upper floors only).
- Modified the "Industrial"(I), "Business and Professional Office (BPO)", and "Service Commercial (SC)" Zoning Districts to allow Emergency Shelters as a Permitted Use.
- Added Chapter 17.200 to the Zoning Code providing a procedure to allow for "Reasonable Accommodation" for persons with disabilities seeking equal access to housing under Federal and State fair housing requirements.

The last of these Housing Element implementation related Zoning Code changes were approved by Council in January 2015. With these Code changes completed, the City again formally took up the Housing Element update process with the February 2015 Housing Element Workshops.

These workshops were held on February 17, 2015 by the Planning Commission and on February 24, 2015 by the City Council. The City notified the public concerning these Workshops by posting notice on the City's web site along with the Draft Housing Element, and additional courtesy notices were sent to all parties that had requested notice concerning the Housing Element, including those parties that attended the April 2014 Community Workshop. As you correctly point out in your letter, these courtesy notices unfortunately did not specifically mention the earlier than typical start time for the City Council Housing Workshop. However, the City Council agenda published the Friday before the Tuesday Council meeting, did contain the correct start time. City staff, immediately after realizing the discrepancy in the mailed courtesy notice, e-mailed all parties that had received the Council Housing Workshop notice.

There was not an issue with the Planning Commission Housing Element Workshop, as this meeting was held at 6:00pm, the regular Commission start time. At their February 17, 2015

Housing Element Workshop, the Planning Commission stated their intent to conduct an additional Housing Element Workshop in late March or early April prior to formally considering the Housing Element in order to hear additional public comment on the Draft Housing Element. This second Planning Commission workshop was duly noticed and held on April 7, 2015 a little over two weeks ago, at which a number of housing advocates and other interested parties attended and spoke. The City will continue to meet and exceed State law notice requirements for the upcoming May 5, 2015 Planning Commission and May 26, 2015 City Council hearings on the Housing Element itself, which again will include separate "courtesy" e-mailed notice to all interested parties, including you.

In short, as just summarized, the City has fully complied with both the spirit and letter of the public participation requirements in its Housing Element update process to date. It will continue to do so.

Adequacy of Site Inventory:

The City respectfully disagrees with your contention that the City's site inventory is inadequate. You cite as proof of this contention that only one affordable housing unit was built in the City between 2007 and 2014. This is not correct. As documented in the City's 2015 to 2023 Draft Housing Element, 10 units affordable to very low and low income families were built during the 2007-2014 time period of the City's current Housing Element. As also documented in the new Draft Housing Element, Tables 41 and 42 of the Housing Needs Assessment clearly demonstrate that based on the City's RHNA numbers, the City's Housing Opportunity sites are more than able to meet the State's affordable housing requirements for the upcoming 2015-2023 time period. Specifically, the City's Housing Opportunity sites, as identified and described in detail in Table #42, have in aggregate a potential development capacity of between 62 and 106 units. These numbers greatly exceed the Regional Need Allocation as summarized in Table 41, which taking into account permits issued and approved projects, leaves "on paper" only 4 very low income units needing to be addressed.

In relation to the list of Housing Opportunity sites, you express the specific concern that the City proposes to remove two specific sites from the list (the Adams Street and the Hunter properties), and the fact that based on a 2010 survey conducted by "Our Town St. Helena" a number of the owners of Housing Opportunity sites do not support the development of affordable housing on their property.

Concerning the Adams street property, City staff concluded that given the possibility for other uses of the property, and the fact that the parcel requires rezoning to residential use, other sites in the City have a higher priority for affordable housing. The City Council concurred with this view. Nevertheless, the City has committed as part of a CDBG funded program to study the feasibility of the Adams Street site for affordable housing. The Hunter property is not being studied as part of this CDBG funded analysis, due in part to the reasons discussed in the following paragraph.

With respect to the Hunter property, you are incorrect that the property owner's current project application includes an affordable housing component. It does not. While the Hunter project includes a multiple family component reserved vaguely for possible future affordable housing

development, the project does not formally propose or include a specific affordable housing component restricted to certain income levels. It is also important to note that this multiple family site is part of a larger development containing 51 single family homes. As the Hunter entitlement application is currently submitted, any entitlement would be on the entire project, not just the multiple family component. Further complicating matters is the fact that the environmental review process for the Hunter Project has revealed that there are potentially significant environmental issues, including the loss of prime agricultural land and traffic impacts. In comparison to other properties, these types of environmental concerns combined with the fact that the Hunter multiple family site is part of a larger, controversial single family project, and that the Hunter project does not formally contain an affordable component, led staff to remove the Hunter project from the list of Key Opportunity Sites. Nevertheless, the Hunter property is listed on the "Available Land Inventory Summary" as contained on Table 43 pg 153 and on Figure 2 pg 155 of the updated Housing Element. Table 43 specifically mentions the need to extend sewer, water, and streets to the Hunter site, as well as the pending environmental issues. It should also be emphasized that the City Council concurred with this decision to in effect shift the Hunter property from the "Key Housing Site List" to the "Land Inventory Summary of other Vacant/Underutilized Sites".

As already alluded to, this decision concerning Hunter and the Adams parcel does not in the least impact the adequacy of the City's inventory, whose potential far exceeds the City's RHNA numbers, and of course does not preclude the development of affordable housing on either site.

As you pointed out, the survey by "Our Town" raises the issue of the intent of the owners of the Housing Opportunity sites as to whether they support or oppose the development of affordable housing. The City Council had similar concerns, and at their February 24, 2015 Housing Workshop, the Council directed staff to poll the owners of the Opportunity Sites to determine their stance toward affordable housing. Staff is in the process of conducting this research, and will report the findings to both the Planning Commission and City Council next month as part of the Housing Element public hearing process. However, property ownership and therefore attitudes toward building affordable housing can and do change over time. In any case, as you are aware, the key question under the law on this issue is the availability and suitability of the various sites for affordable housing, and not the position of the current property owner concerning affordable housing.

Lastly, you assert that the City should make its own determination concerning what are its needs for affordable housing, given the reduction in the RHNA numbers for Napa County from the previous 2009-2014 allocations. You also make the point that the RHNA numbers should be looked at by the City as a base to work from, and not as a ceiling on the amount of affordable housing. Directly relevant to this issue of striving to reach higher affordable housing goals is the Calderon Settlement Agreement approved by the City Council in 2014, which you participated in and approved as counsel for one of the parties. Under this Agreement, the City committed to a variety of measures designed to allow it to accommodate affordable housing goals higher than those contained in the RHNA numbers, particularly in relation to lower income levels.

Farmworker Housing Needs:

While the Draft Housing Element that was reviewed by the Planning Commission and City Council in February 2015 provided a discussion of farmworkers employed in Napa County, it did not contain as you pointed out, a specific estimate of the farmworker population in the City of St Helena. The City's consultant has since conducted additional research and the City is in the process of adding an analysis of the farmworker population within the City. Based on a 2013 "American Community Survey" we now estimate that there are slightly over 100 farmworkers (the calculated estimate is 107 farmworkers) currently living within the City of St Helena.

As noted previously, the City amended its zoning code in January 2015 to allow farmworker housing "by right" in several zoning districts, including all of the City's Agricultural and Winery Districts. In doing so, the City satisfied one of the programs contained in its current Housing Element. The Agricultural Zoning Districts alone occupy over 2200 acres of land in the City, which is clearly more than enough land to ensure sufficient sites to accommodate needed farmworker housing.

Governmental Constraints:

As already noted previously in this letter, the City has recently taken the actions necessary to remove governmental constraints to a wide variety of housing types, including among others transitional housing, supportive housing, farmworker housing, and shelters for the homeless. As you indicate in your letter, the remaining component that needs to be addressed is the issue of allowing multiple family housing "by right" in the City's high density residential districts. The City in the 2015-2023 Housing Element is committing to do just that no later than May 2016, in conjunction with the development of appropriate design guidelines for multiple family housing.

Any "delay" in implementing this provision which was committed to in the current 2009-2014 Housing Element, was due to the expectation that "by right" multiple family housing would be accomplished in the context of the City's General Plan update, and with the development and adoption of appropriate design guidelines. The City's updated General Plan was poised to be adopted by the City in early 2011, as the Planning Commission had completed its review and the Final EIR for the new General Plan had been prepared. However, the issue of water availability was in hindsight serendipitously raised during the 2011 Council hearing process, as the drought at that point in time was in its early stage. Rather than going into all the details, the end result was that the entire General Plan adoption process was significantly delayed. The General Plan update is now moving steadily forward again, as witnessed by the recent April 15, 2015 General Plan Workshop at which the City Council agreed on an updated version of the new General Plan that addresses all the various changes made since the early 2011 Council hearings. The schedule is for the new General Plan to be adopted by City Council this summer. Once that process is completed, the City can move into the process of satisfying the multi-family "by right" commitment by May 2016.

While the preceding discussion may serve to explain the delay in implementing the "by right" provisions for multiple family housing, the fact is the City continues its commitment to implement the "by right" provisions, now with a set date of no later than May 2016.

Second Units as Affordable Housing:

In your comments concerning second units, you overstate the City's reliance on second units to meet its affordable housing requirements. Based on comments made by both the Planning Commission and the City Council during the 2015 Housing Workshops and incorporated into the 2015-2023 Draft Housing Element, it is not the City's intent to use second units to meet other than the above moderate housing requirements, unless the second units in question are deed restricted to specific affordability levels or have documented affordable rents.

In addition, the previously mentioned Calderon Agreement, which commits the City to a variety of measures designed to facilitate the development of affordable housing at low and very low income levels, does not allow second units to be used to for purposes of measuring the City's satisfaction of certain of the "mileposts" agreed to there . This limitation on the use of second units is relevant even if the second units are deed restricted to specific income levels. Given this context, your concerns over the use of second units while valid, are being addressed in the City Housing Element.

Conclusion:

While you raise a number of significant concerns in your letter, it is our sense, based on the preceding description and discussion of the 2015-2023 Housing Element and the process leading to its preparation, that the issues you raise have been appropriately addressed, or are being addressed as part of the iterative process of working with HCD. The City expects to have a revised "final draft" version of the 2015-2023 Housing Element that captures the various edits and changes since the February 2015 Housing Element Workshops by the end of this month. As soon as it is available we will forward a copy to you, and make it available to all interested parties. Any comments you and others may have can then be presented to the Planning Commission and City Council in May as part of the formal Housing Element adoption process. Please let me know if you have any questions or comments concerning this letter.

Sincerely,



Victor Carniglia
Planning Consultant
City of St Helena

Cc: Jennifer Philips
City Council
Planning Commission
Christine, O'Rourke, Housing Element Consultant

Exhibit A



DRAFT

**City of St. Helena
Housing Element Update 2015-2023
Housing Needs Assessment**

April 29, 2015



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Executive Summary

This document represents the first of two documents that will constitute the ~~2009-2015-2023~~ St. Helena Housing Element Update. The Housing Element is one of the seven General Plan elements, and every jurisdiction in the State of California is required to submit a Housing Element to the Department of Housing and Community Development (HCD) for review and certification. St. Helena is a member of the Bay Area Association of Governments (ABAG) and, therefore, ~~must is~~ required to submit an updated Housing Element to HCD by ~~June 30, 2009~~ January 31, 2015.

Review of Existing Housing Element

Since the City of St. Helena adopted a Housing Element in ~~2002~~ 2009, the City of St. Helena has successfully removed many of the previously identified governmental constraints to housing production, maintenance, and rehabilitation. In January 2015, the City adopted an ordinance to: allow emergency shelters for the homeless in the Industrial (I) and Service Commercial (SC) zoning districts as a permitted use; allow transitional and supportive housing in all zoning districts that allow residential uses, subject to the same regulations as other housing of the same type in the same zone; allow agricultural employee housing for 6 or fewer employees in all residential zoning districts; allow agricultural employee housing of up to 36 beds or 12 units as a permitted use in the Agricultural (A-20), and Agricultural Preserve (AP), and Winery (W) zoning districts; allow single room occupancy housing as a permitted use in the High Density Residential (HR) district; provide a procedure to allow for persons with disabilities to seek reasonable accommodation from zoning laws, rules and regulations pertaining to housing; and amended the zoning code in accordance with State density bonus law, and increased the production and funding of affordable housing with assistance from the private sector under Municipal Code Chapter 17.146 Housing Trust Fund, Housing Impact Fee, and Inclusionary/In Lieu Fee Requirements. The City could improve upon its policies, however, related to special needs populations including the homeless, disabled, and senior citizens. Review of the City's progress since adopting the 2002 Housing Element indicates that the City has not yet been able to fully meet these groups' needs. These zoning amendments implemented programs HE1.O, HE1.R, HE1.S, and HE4.I, HE4.K of the 2009 Housing Element.

Demographic and Economic Trends

Since 2000, the City of St. Helena experienced a slight population decline and an increase in the number of households, causing the average household size in St. Helena to fall. The median age of St. Helena residents ~~decreased slightly while the average age of Napa and Bay Area residents continued to rise~~ rose from 40 to 43 years. The median household income in St. Helena (~~\$79,200~~ \$71,100 in ~~2008~~ 2012) exceeds the ~~medians of both~~ Napa County median but is lower than ~~and the Bay Area median~~. Many people travel into St. Helena from the surrounding area for work, and that pattern will continue as local population and household growth projections lag strong employment growth estimates for the next three decades.

Existing Housing and Market Conditions

Around ~~2,750~~2,802 housing units exist in St. Helena in ~~2008~~2014, an increase of about ~~40~~26 units since ~~2000~~2010. ~~Almost all of~~About 60 percent of the new homes are single-family units, and the rest are multifamily units. There is a significant difference between the income necessary to purchase the median priced single-family home in St. Helena (nearly \$~~210,000~~200,000 a year) and St. Helena's ~~2008-2012~~ median household income of \$~~79,200~~71,100. Rental units in St. Helena, while limited in supply, provide more affordable options for low- and moderate-income households. Approximately 37 percent of the apartments in St. Helena are subsidized affordable units, but Market rents remain are unaffordable to some very low-income households and all extremely low-income households. This highlights the need for additional subsidized affordable housing, to meet the needs of local households in these lower income categories. While only about ~~seven-five~~ percent of households in St. Helena live in overcrowded conditions, most households experiencing overcrowding are renters.

Special Housing Needs

Both St. Helena and Napa County have high concentrations of ~~disabled persons~~seniors compared to the Bay Area, with residents aged 65 and over experiencing more than half of the total disabilities comprising 19 percent of the population in St. Helena. Thirty-five percent of all St. Helena households are headed by a senior. In addition, a disproportionately large number of St. Helena's elderly households have severe housing cost burdens compared to the overall population. The percentage of large family households in St. Helena closely aligns with this significantly lower than the rates in Napa County and the Bay Area, but while St. Helena has a higher-similar percentage of single female-headed households. While the number of farmworkers and homeless persons in need of permanent or transitional housing specifically within the City of St. Helena is unknown, these two special needs populations have an unmet need for housing in Napa County as a whole and St. Helena must work with surrounding jurisdictions to meet that need.

Non-governmental and Governmental Constraints

The non-governmental constraints that restrict building in St. Helena are the price of land and the availability of financing with the tightening of the national credit market, ~~and the hazards from frequent flooding of the Napa River~~. The governmental constraints present in St. Helena include sewer-water capacity, given that the City has limited water supplies and must prioritize water service for proposed development that includes housing for lower-income households. has yet to receive approval for increased capacity from the California Regional Water Quality Resource Board, the incomplete Flood Protection Project, uncertainty regarding the processing and permitting procedures for multifamily projects, and failure to create and adopt a Reasonable Accommodation Ordinance in accordance with Senate Bill 520. Other non-governmental and governmental conditions such as construction costs, zoning code, General Plan land use

designations, and impact fees do not unnecessarily inhibit housing production.

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

The housing sites inventory analysis indicates that St. Helena has a sufficient number of housing sites to meet the City's ~~2007-2014~~2014-2022 Regional Housing Needs Allocation (RHNA). St. Helena received a RHNA of ~~121~~31 total units distributed across very low-income (~~30~~8 units), low-income (~~21~~5 units), moderate-income (~~25~~5 units), and above moderate-income (~~45~~13 units) categories. Given the ~~66~~39 units built or approved ~~through December 2008~~since January 2014, the City needs sites for at least ~~55~~4 more housing units affordable to very low income households. After accounting for possible site constraints, the City has the capacity to accommodate 62 units on four high-density sites that meet the State's default density and therefore are adequate to provide affordable housing for lower-income households. The City also has capacity to develop an additional 172 units on six medium density sites. Market rate housing on these sites is assumed to be affordable to above-moderate income households, but development projects will be required to provide 20 percent affordable units under the City's inclusionary regulations. ~~between 344 and 933 housing units on 12 sites, which allows the City to fulfill its RHNA obligations. In addition, although the current St. Helena Zoning Ordinance allows for a variety of housing types, changes to the codes regarding agricultural employees, transitional and supportive housing, and emergency homeless shelters are necessary to comply with State law.~~

Introduction

Since 1969, California Housing Element Law has required that local governments develop plans to accommodate and facilitate housing for current and future residents, at all income levels.

Housing Element Purpose

The purpose of the Housing Element is to establish a comprehensive plan to address housing needs in St. Helena over the fiveeight-year planning period between July 1, 2009 and June 30, 2014January 31, 2015, and January 31, 2023. The Housing Element sets the policies surrounding the development, rehabilitation, and preservation of housing units that meet the needs of St. Helena residents.

The Housing Element consists of two parts, the Housing Needs Assessment and a Housing Element Policy Document. The Housing Needs Assessment identifies and analyzes the existing and projected housing needs for St. Helena and also identifies sites for housing development that are adequate to accommodate the City's regional housing needs allocation. The forthcoming Housing Policy document will state goals, policies, quantified objectives, and implementation programs for the development, rehabilitation, and preservation of housing, based upon the findings of the Housing Needs Assessment and input received through the public outreach that the City incorporated into the Housing Element Update process. Then, throughout the fiveeight-year planning period, St. Helena will implement a set of programs to meet the goals included in the Housing Element Policy Document.

Authority

Housing Elements are required by section 65302(c) of the California Government Code. Housing Elements are one of seven mandatory General Plan Elements. Specific requirements for Housing Elements are set forth beginning at section 65580 of the Government Code, with additional guidance provided by the State Department of Housing and Community Development (HCD). The combination of the Housing Needs Assessment and the Housing Element Policy Document will address all applicable requirements of State law.

Status

The St. Helena City Council adopted the prior Housing Element in 20022009. Upon review of the adopted Housing Element, HCD sent the City of St. Helena a letter of compliance on October 21, 200215, 2009.¹ The 2009-2015-2023 Housing Element Update will plan for St. Helena's housing needs through June 30, 2014October 31, 2022, in accordance with the Housing Element planning

¹ California Department of Housing and Community Development. Housing Element Review Letters. http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_letters/. Accessed on March 11, 2014.

[RHNA projection](#) period for jurisdictions in the Association of Bay Area Governments.²

Consistency with the General Plan

State Law requires that a General Plan and its constituent elements “comprise an integrated, internally consistent and compatible statement of policies.”³ Each and every element has equal standing in the eyes of the law. The City of St. Helena is undertaking a comprehensive General Plan Update concurrent with the Housing Element Update. Due to mandated schedule for adoption of the Housing Element Update, the remainder of the General Plan Update will be completed after adoption of the Housing Element. This will provide the City with the opportunity to review and revise all policies and programs in the remaining General Plan elements, to ensure internal consistency across all seven General Plan elements.

[In 2011, the Governor signed SB 244 which requires local governments to make determinations regarding “disadvantaged unincorporated communities,” defined as a community with an annual median income that is less than 80 percent of the statewide annual median household income. The City has determined that there are no disadvantaged unincorporated island, fringe or legacy communities, as defined in the legislation, inside or near its boundaries.](#)

Public Participation

Public participation in the Housing Element process began with a community workshop on April 29, 2014, to solicit comments from the community on key issues and strategic directions to pursue in the Housing Element update. The public was encouraged to participate via the following outreach efforts:

- Articles in the City of St. Helena E-News.
- Posting of the workshop notice on the St Helena web site.
- An article for the Housing Element public workshop was published in the local newspaper.
- A Notice for the Housing Element public workshop was published in the local newspaper.
- Posting of Housing Element public workshop flyers throughout the community.

Approximately 40 people attended the public Housing Element Workshop on April 29, 2014. The attendees represented a variety of organizations such as local housing advocacy organizations (e.g., Napa Valley Fair Housing, Our Town St. Helena, Latinos Unidos del Valle de Napa y Solano, and

² California Department of Housing and Community Development. Housing Element Update Schedule for Regional Housing Need Assessment (RHNA). January 2014.
http://www.hcd.ca.gov/hpd/hrc/plan/he/web_he_duedate.pdf. Accessed on March 11, 2014.

³ Government Code Section 65300.5

California Rural Legal Assistance, Inc.), developers (Calistoga Affordable Housing), the local press, and members of the general public. Attendees were presented with a summary of the preliminary key findings from the Housing Needs Assessment regarding special housing needs, existing housing and market conditions, demographic and economic trends, and a review of the 2009 St. Helena Housing Element. Planning staff and the City's consultant reviewed housing opportunity sites from the 2009 Housing Element and potential strategies to address affordable housing needs, including the development of second units.

Attendees noted that the City needs more housing for local employees, farmworkers and seniors, as well as young families who make too much to qualify for subsidized housing but not enough to find affordable housing in St. Helena. Public input provided during the workshop guided the process of refining the housing element needs assessment and sites inventory, and also provided initial guidance regarding potential policy changes. In particular, attendees suggested implementing a transfer tax on real estate sales to finance low income housing needs, and seeking funding from the local hospitality and wine industries to address the need for affordable housing for their employees.⁴

In addition, public hearings were held at Planning Commission and City Council meetings in February of 2015, with both those bodies providing comments and direction regarding the Housing Element update. [The Planning Commission held a follow-up study session in April 2015 to further consider potential development incentives for second units and on-site employee housing.](#) The following organizations were notified of Planning Commission and City Council meetings: Bridge Housing, California Rural Legal Assistance, Inc., EAH, City of Napa Housing Authority, Calistoga Affordable Housing, Latinos Unidos del Valle de Napa y Solano, Napa Valley Ecumenical Housing, Fair Housing Napa Valley, Napa Valley Vintners, Napa Valley Migrant Farmworker Housing Commission, Napa Valley Grapegrowers, Our Town St. Helena, and the St. Helena Catholic Church.

To augment the public outreach process, the consultant also conducted interviews with the key housing stakeholders in St. Helena as follows:

Mary Stephenson, Our Town St. Helena

Mary Stephenson is a member of Our Town St. Helena, an advocacy group working to make housing available for all members of the St. Helena community. The discussion with Ms. Stephenson focused on governmental and non-governmental constraints to creating additional

⁴ In order for the City of St Helena to levy a real property transfer tax the City is required by State law to become a charter city. The process to become a charter city is complex, and requires the City to accomplish a number of procedural steps, including a supportive vote of the electorate. As a result, the requirement for St. Helena to become a charter city is an impediment to the City adopting a real property transfer tax.

housing for low-income households who work in St. Helena.

Leeanne Martinson, Planner, Area Agency on Aging

The Area Agency on Aging in Napa and Solano Counties is an advocacy organization for elderly persons and their caregivers. Ms. Martinson discussed how the existing policies and programs of the City of St. Helena could change or new programs and policies could be created to better serve the local elderly population.

Shirley King, Program Director, St. Helena Food Pantry

The St. Helena Food Pantry supplies food to households in need, on a weekly basis, in St. Helena. Ms. Bertoli discussed the needs and challenges faced by a growing number of lower-income St. Helena families who are completing applications to receive food from the pantry.

The input from these key stakeholders is reflected and attributed accordingly within the remainder of this document.

Review of Existing Housing Element

This section examines the effectiveness of the 2009 Housing Element, the progress made in achieving the goals, objectives and policies outlined in the Housing Element, along with a discussion of the Element's appropriateness given current conditions within the City of St. Helena. This evaluation will inform the policies and programs developed as part of the 2015-2023 Housing Element Update.

Housing Production During the 2007-2014 Planning Period

The City's RHNA for the 2007-2014 planning period was for 30 units affordable to very low income households, 21 units affordable to low income households, 25 units affordable to moderate income households, and 45 units affordable to above moderate income households, for a total of 121 housing units. The City's actual construction during the period was 73 units. The City developed 21 market rate single family homes and 37 market rate second units. In addition, the City developed 3 deed-restricted single family homes affordable to moderate income households, 2 deed-restricted second units affordable to very low income households [pursuant to an affordable housing agreement with the City](#), and an affordable multifamily development containing 4 units affordable to low income households and 6 units affordable to moderate income households.

The majority of the deed-restricted affordable housing units were developed as part of the Magnolia Oaks development. Units built in Phase I of this development have been constructed and are being credited toward the 2007-2014 planning period. Phase II is under construction and Phase III is expected to begin construction within the next year. As a result, the 20 market rate single family homes and 4 deed-restricted second units that have been approved for Phase II and III will be credited toward the City's 2014-2023 planning period. [The deed-restricted second units are affordable to very low income households, as per the City's affordable housing agreement with the developer.](#)

An additional deed-restricted single family unit was built under the inclusionary requirements for the Vintner's Court subdivision. The development consists of 5 single family houses, one of which is affordable to a moderate income household.

Affordability levels for housing units built between January 1, 2007, and December 31, 2013, are shown in Table 1. In determining affordability levels, the City may use actual rents to determine the affordability level of market rate second units. The City limits the size of second units to 850 square feet, and, as a result, second units are typically designed as one bedroom units. The City conducted a second unit survey in 2014 to determine the affordability levels of existing second units. Based upon the [survey response, the City estimates that 4 out of 10 second units are being rented, and rents reported by the property owner, the City determined that 25% of these second](#)

units are affordable to low income households, 50% are affordable to moderate income households, and 25% are affordable to above moderate income households.

Another affordability indicator is current market rents for second units advertised on Craigslist. In recent months, these have ranged from \$750 to \$1,350 per month, indicating second units are affordable to low and moderate income households. Table 1 assumes affordability levels for rented second units as determined by the second unit survey.

Table 1: Housing Units Built, 2007 – 2013

	Very Low Income	Low Income	Moderate	Above Moderate	TOTAL
Original ABAG Allocation	30	21	25	45	121
Market Rate Single Family Units				21	21
Deed-Restricted Single Family Units			3		3
Market Rate Second Units*		4	7	4	15
Deed-Restricted Second Units	2				2
Market Rate Multi-Family Units					0
Deed-Restricted Multi-Family Units		4	6		10
Total	2	8	16	25	51
Percent of RHNA Met	7%	38%	64%	56%	42%

* Only the estimated number of second units that are being rented is reported here.

Sources: City of St. Helena Planning Department, 2015; O'Rourke Community Planning, 2015.

The City fell short of its total housing production goal. The City met 7 percent of its goal for very low income units, 38 percent of its goal for low income units, and 64 percent of its goal for moderate income units.

Progress in Implementation

The 2009 Housing Element established the following six main goals and a coordinated set of policies and implementing programs.

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

Table 2 provides a detailed evaluation of the implementing programs that support each of these goals, and the subsequent sections discuss the extent to which the 2009 Housing Element policies and implementing programs helped the City of St. Helena meet the goals.

Diversity of Housing to Meet Local Needs

In order to supply a diversity of housing types to meet local needs, the 2009 Housing Element developed Policies 1.1 through 1.6 and Implementing Actions 1.A through 1.S. The City completed many of these programs, including: amending the Municipal Code to allow emergency shelters for the homeless in the Industrial (I) and Service Commercial (SC) zoning districts as a permitted use; amending the Municipal Code to allow transitional and supportive housing in all zoning districts that allow residential uses, subject to the same regulations as other housing of the same type in the same zone; amending the Municipal Code to allow single room occupancy housing as a permitted use in the High Density Residential (HR) District; exempting affordable units from the Residential Growth Management System; fast-tracking an affordable housing development application at 1105 Pope Street and providing the project with priority water and sewer access; and encouraging the development of green building, both on private property and a city-owned parcel.

Efficient Land Use and High Quality Neighbors

Policies 2.1 through 2.6 encourage higher density development where appropriate, mixed-use development, second units, and a variety of housing type throughout the community. These policies are supported by Implementing Actions 2.A through 2.Q. Most of these programs were not implemented due to the City's prolonged General Plan Update process, which has diverted staff resources from completing some housing element programs. Once the General Plan Update has been adopted, the City intends to initiate an update of the Municipal Code, which will implement several programs under this goal.

The City abated two non-habitable buildings on Pope Street and worked with Calistoga Affordable Housing to replace the dilapidated single family buildings with an 8-unit building. All units will be deed-restricted with affordable housing requirements and 60 percent of the units will be affordable to lower income households. The City provided significant incentives for this project, including: a density bonus which increased the number of allowable units on the Medium Density site from 3.5 units to 8 units; concessions on development standards for parking, building height, setback, and floor area coverage; and a reduction in City fees totaling more than \$150,000.

In addition, the City provided significant incentives that encouraged the development of 37 market rate second units and 2 deed-restricted units affordable to very low income households, well in excess of the 5 units that were expected over the 2007-2013 planning period. This represents a

production rate of just over 5.6 second units per year. Staff attributes this exceptionally high rate of second unit production to existing incentives including: 1) a 400 square foot floor area bonus for single family dwellings; 2) a 200 square foot floor area exemption for a covered parking space for single family dwellings; and 3) access to the supply of carryover housing building permits available through implementation of the City Growth Management System, which are available to developments that include at least 40 percent affordable units. In addition, the City does not require separate water or sewer connections for second units, nor charge additional hook-up fees beyond impact fees charged for all residential development on a per square foot basis. As a result of these very attractive incentives and policies, the City expects second unit development to continue at the historical rate of 5.6 second units per year; indeed, 10 second units have already been approved and are expected to be built during the 2014-2023 planning period.

Finally, the City successfully applied for a Community Development Block Grant that will analyze the feasibility of developing small affordable housing developments on six sites.

Conservation of Existing Housing

Policies 3.A through 3.E are designed to conserve the existing housing stock through restricting conversion of rental units to condominiums, assisting subsidized affordable housing developments at risk of losing subsidies and converting to market rate housing, and preservation of market rate housing. Actions 3.A through 3.B implement these policies.

In 2013, the City worked with the owners of the Woodbridge Apartment Complex (727 Hunt Ave) and CalHFA to re-finance and renovate 50 units of affordable housing. Through this effort the Woodbridge Apartment Complex will continue to offer regulated affordable housing for the next 30 years.

The City continues to restrict the conversion of rental units to condominiums, and no such conversion occurred during the housing element period.

Faced with a number of illegal rental units, the City chose to implement a program to allow a limited number of vacation rentals for periods less than 30 consecutive days. The ordinance, adopted in 2012, allows a maximum of 25 permits for short-term rentals. In order to preserve the affordable housing stock, short term rentals are only permitted for single family dwellings and are not permitted for second units.

Quantified objectives for the goal include assisting in the acquisition of low-interest loans for rehabilitation, including energy conservation, of 10 lower-income housing units. The City has not implemented a low-interest rehabilitation loan program, but the City has joined two Property Assessed Clean Energy (PACE) financing programs called CaliforniaFIRST and HERO which

allow property owners to finance energy and water efficiency improvements and renewable energy installations on their property tax bills.

Assistance to Support Affordable Housing

There are five policies and Implementing Actions 4.A through 4.M designed to support this fourth goal. The City reduced fees and provided incentives, as discussed above, for an affordable housing project at 1105 Pope Street and used Housing Trust funds to purchase a high density residential parcel with an existing single family residence located at 684 McCorkle Place. This parcel is listed as a key opportunity site in the 2009 housing element and will be developed with between 9-12 affordable housing units.

The City adopted an ordinance to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of the ordinance is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.

In addition, the City adopted an ordinance to amend the zoning code to allow agricultural employee housing for six or fewer employees in all residential zoning districts, subject only to the regulations for other types of residential development, and that agricultural employee housing for more than six employees, with a maximum of 36 employees or 12 units, as a permitted use in the agricultural zoning districts, subject only to the regulations for other agricultural uses in accordance with California Health and Safety Codes 17021.5 and 17021.6.

The City achieved some of the quantified objectives identified for the implementing action of Goal 4 as follows:

- Generate adequate funds to support achievement of the City's new housing construction objectives, as defined in Policy 1A. The City received \$512,000 in housing impact fees between 2009 and 2014.
- Assist in the acquisition of low-interest loans to ten first-time homebuyers. The City did not identify a program to assist first-time homebuyers purchase homes.
- Facilitate the continuance of Section 8 rental assistance to all currently served households. The City continues to work with the City of Napa's Housing Division to provide Section 8 rent subsidy certificates in St. Helena. There are currently nine Section 8 housing choice vouchers in use in St. Helena. The Section 8 waitlist closed as of March 29, 2013.
- 20 percent of new units to meet senior housing needs; 10 percent accessible to persons with disabilities. The City did not adopt regulations requiring new housing developments to provide

- specific numbers of units for senior and disabled persons.
- Purchase of 3 existing housing units and conversion to regulated affordable housing for lower-income households. As discussed above, the City purchased a single family residence at 684 McCorkle Place and is currently developing plans to construct 9-12 affordable units on the property. In addition, the City abated two non-habitable buildings on Pope Street and is working with Calistoga Affordable Housing to replace the dilapidated single family buildings with 8 units of affordable housing.

Resource Conservation

The City of St. Helena took an active role in promoting the use of alternative energy sources and encouraging energy conservation, as targeted by Policies 5.1 and 5.2. The City waives permit fees for all solar and electric vehicle charging stations, provides information to the public regarding alternative energy technologies and how they relate to the permitting process, and promotes energy and resources savings programs including rebates, audits, and water-efficient landscaping practices. The City also participates in an AB811 program that allows commercial property owners to finance renewable energy, water efficiency and energy efficiency improvements through a property tax assessment. The program is expected to be extended to residential property owners in the summer of 2014.

The City adopted the 2013 State Building Codes, including the CALGreen Building Code, and a bicycle plan. Through these steps, the City has implemented programs 5.A through 5.H. Programs still to be implemented include incentives for passive natural heating and cooling and provisions for on-site alternative wastewater facilities.

Equal Housing Opportunities

The sixth and final goal has only one policy, and two implementing programs. The City works with Fair Housing Napa Valley to provide information to the public regarding the rights and responsibilities and resources available to address fair housing issues. The City provides funding to Fair Housing Napa Valley and responds to all referrals from the agency.

Effectiveness of 2009 Housing Element

As discussed in the preceding section and in Table 1, the City implemented many policies and programs to facilitate housing production. In some cases, the City did not have the necessary staff resources or funding to implement programs. The ongoing General Plan Update process has required significant staff time, and has delayed implementation of some municipal code amendments. As that process draws to its conclusion, the City will have more resources available to update the municipal code and implement outstanding program actions. For this reason, these programs will be continued in the new housing element.

Table 2: Evaluation of 2009 Housing Element Programs

Program Title <i>Reference number and description</i>	Achievements/Evaluation <i>Was it successful? Reasons why it was or was not implemented or able to meet its objectives. Quantify results if possible.</i>	Continue, Modify or Delete
HE1.A Continue to exempt permits for regulated affordable units as well as second units from the Growth Management System. The objective is to accommodate production to meet the Regional Housing Needs Allocation (RHNA) of 121 housing units (30 units for very low-income households, 21 for low-income households, 25 for moderate-income households, and 45 for above moderate-income households). Developers shall be encouraged to propose projects that meet this need.	Completed. The City continues to exempt regulated affordable units and 2nd units from the growth management system.	Continue. Modify to reflect 2014-2022 RHNA.
HE1.B Review and possibly amend the Growth Management System to encourage the production of regulated affordable and workforce housing units. Review the Growth Management System (GMS) to make sure that it is not disproportionately affecting the development of affordable housing. Exemptions for restricted “workforce” housing units should be explored, in addition to current exemptions for affordable housing units. Continue to allow a maximum of 9 market rate units per year and priority allocation of annual building permit allocations and carryover permits to market rate units in development projects that include a minimum of 40 percent affordable units.	The Planning Commission and City Council reviewed the Growth Management System numerous times. Between 2010 and 2012, the City conducted an annual review that compared the number of permits available under the GMS system to the RHNA requirements and housing approvals and permits. The City discussed increasing the eligibility threshold for rollover permits from 40% affordable units to 60-65%. The Council also discussed revising the GMS to limit the total number of new units to those required by RHNA. However, the City has taken no action to amend the Growth Management System ordinance.	Continue
HE1.C Amend the Residential Growth Management System section 17.152.030 to read: “The 2000 Census found that the City had 2,708 total dwelling units. With a	Completed. Ordinance adopted in 2010.	Delete

limitation of 9 building permits for market rate housing per year, issued over 15 years, the number of dwelling units will be approximately 2,840 by the year 2015, not including regulated affordable units, guest cottages, accessory dwelling units or second units. This number shall not be construed as a goal, but as a maximum number of units.”		
HE1.D Give projects that include affordable housing units priority access to water and sewer resources over other new projects should the capacity of the local water or sewer systems become inadequate to meet the full demand for new connections.	Completed. The City gave priority water and sewer access to the following affordable housing developments: 1105 Pope Street – 8 units 684 McCorkle Place – 9 units The City amended the Municipal Code to state that the City shall grant priority for the provision of water and sewer services to developments that include housing units affordable to lower income households. The City also adopted a resolution establishing a policy and procedure for granting priority water and sewer services.	Continue
HE1.E Revise the permitting process to streamline the review of affordable housing and market rate multifamily projects. The City will establish different design guidelines for various neighborhoods in the City in order to provide appropriate guidelines for each neighborhood’s character. The design guidelines will address parking, tree planting/ preservation, and vineyard views, among other design issues. The City will prioritize the adoption of design guidelines for the Affordable Housing and Mixed-Use overlay zones, should such zones be adopted. Design guidelines will facilitate and not hinder the production of units affordable to lower-income households. Upon adoption of design guidelines for multifamily projects, the City will eliminate the current requirements for a use permit for multifamily projects in both the medium and high density residential districts. The City will adopt multifamily design guidelines and eliminate CUP requirements by no later than June 30, 2012. This timing will allow the City to first complete the update and adoption of	Not implemented. The City of St Helena’s General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. This process will be evaluated at that time.	Continue

the 2030 General Plan. Once the General Plan is adopted, the City can begin work on establishing design guidelines for the zones established in the General Plan.			
HE1.F Amend the General Plan to reconfigure the Urban Limit Line in accordance with the adopted Adams Street property Preferred Alternative.	Not implemented. The City held a series of workshops re: the Adams Street property in 2013. Due to a lack of consensus regarding the appropriate use of the property, the City has not initiated the reconfiguration process for this parcel.	Delete	
HE1.G Work with private property owners/developers to plan for road and utility improvements necessary to support housing on key opportunity sites, in the event these sites are developed. Funding shall be done on a fair share proportion of the cost. - Extend Adams Street and Starr Avenue to intersect. Include water, sewer, and storm drain extensions. - Construct new road to Paladini property from Sulphur Springs Avenue (APN 009-362-015), including water, sewer, and storm drain improvements.	Not implemented. During the 2009-1014 Housing Element Cycle the City did not receive any applications that required any of these improvements.	Modify and delete references to specific new roads and street extensions in order to avoid potential conflicts with policies and programs that may be adopted in the Circulation Element of the General Plan Update.	
HE1.H Amend zoning for the Vidovich site (APN 009-180-034) from High Density Residential to Agricultural Use.	Not implemented. City has received correspondence from the owner of this parcel that the proposed re-zone is not something he is interested in.	Delete	
HE1.I Complete the Flood Protection Project. Complete land purchase and proceed with construction activity.	Completed.	Delete	
HE1.J Fast-track housing developments that meet lower income and special housing needs. Ensure that housing development proposals that meet the needs of lower income households and special needs groups, such as seniors, people with disabilities, farmworkers, and homeless families and individuals, receive the highest priority and quickest turn-around possible in the development review process.	Completed. The City fast-tracked an application for an 8-unit project at 1105 Pope Street that was approved to provide 60% affordable units for lower income households.	Continue	

HE1.K Explore possibility of an affordable housing overlay zone. Identify potential sites suitable for an affordable housing overlay zone. Study possible incentives and a review process. Incentives to be considered include, but are not limited to, reduced or waived development fees, reduced parking and/or other city standards, and an additional density bonus.	Not implemented. The City has several high density residential sites available to meet the housing needs of lower income households. The City also offers density bonuses and incentives to all developments that include affordable units. As a result, there is no need to designate an affordable housing overlay zone.	Delete
HE1.L Improve and enhance the local preference policy to possibly include people needed for work during city emergencies. The current local preference policy gives weighted preference to local residents as regulated affordable housing units become available. This benefit will be extended to persons employed in St. Helena that are needed during city emergencies, such as firefighters and police officers.	Not implemented. Staff will work with the City of Napa's Housing Division, who assists the City of St Helena via a contract, with the management of our regulated affordable units, to accomplish this task.	Continue
HE1.M Explore a program to address the housing needs of "workforce" households, which have incomes above 120 percent of AMI, but are still unable to afford market rate housing. Conduct further study and define the upper income limit of workforce households. Provide incentives and assistance for new workforce housing developments. Such incentives may include, but are not limited to, relaxing site development standards and extending priority for water and sewer connections to such housing projects. Explore the feasibility of adding an above moderate-income workforce housing component to the Inclusionary Housing Ordinance requirements.	Not implemented. The economic downturn that occurred during the 2009-2014 Housing Element Cycle resulted in a significant reduction in the volume of residential project development. This resulted in reductions in staffing resources and limited our ability to implement some programs.	Continue
HE1.N Implement a program to provide financial assistance for the development of second units in exchange for affordability restrictions that will provide workforce housing. Target 5 second units for development during the Housing Element planning period. Potential funding sources include, but are not limited to, Housing Trust Funds and Transient Occupancy Tax revenues.	Not implemented.	Continue
HE1.O Encourage development of co-housing, cohousing, 'green' manufactured homes, and other 'nontraditional' forms of housing. Ensure these housing types are addressed in the development of design guidelines to streamline the approval process.	Completed. The City encouraged the potential development of modular housing at 1105 Pope Street via impact fee waivers, density bonuses and	Continue

	an expedited entitlement process. The City encouraged modular housing development at 1752 Scott Street via an expedited entitlement process. The City is also working with multiple modular home manufacturers to develop affordable units on the City owned parcel located at 684 McCorkle.	
HE1.P Identify and remove barriers to the permitting of 'green' manufactured housing units. Review the Municipal Code and ascertain if any local policies present barriers to this type of housing. Amend the Municipal Code accordingly.	Completed. This was done as a component of the 2013 Building Code adoption which mandated 'green' building practices.	Delete
HE1.Q Address unmet needs for emergency shelter. Amend the St. Helena Municipal Code to allow emergency shelters as a permitted use by right in the Service Commercial and Industrial zoning districts within one year of adoption of the Housing Element.	Completed. The City adopted an ordinance to allow emergency shelters as a permitted use in the Service Commercial (SC) and Industrial (I) zoning districts.	Delete
HE1.R Amend the Zoning Ordinance for transitional and supportive housing. Amend the St. Helena Municipal Code to treat transitional housing, as defined in Section 50675.2 of the Health and Safety Code, and supportive housing, as defined in Section 50675.14 of the Health and Safety Code, as residential uses. Transitional and supportive housing will be subject only to the same permitting process as other similar residential uses in the same zone without undue special regulatory requirements. For example, a proposed multifamily supportive housing project would be subject to the same permitting process as any other similar multifamily development in the same zoning district.	Completed. The City adopted an ordinance to amend the Municipal Code to treat transitional housing and supportive housing as residential uses subject to the same permitting process as other similar residential types in the same zone.	Delete
HE1.S Amend the Zoning Ordinance to define and permit single-room occupancy housing development types. Amend the St. Helena Municipal Code to treat single-room occupancy developments as a permitted use within the High Density residential zone, subject to the same permitting process and regulations as any other multifamily development.	Completed. The City adopted an ordinance to amend the zoning code to allow single-room occupancy housing development in the HR: High Density Residential (HR) zoning district.	Delete
HE2.A Provide incentives for higher density housing. Explore possible incentives for building attached market rate housing units for rent and for sale. Incentives to be	Completed. The City provided incentives for the following higher density housing projects:	Continue

explored include, but are not restricted to, fast tracking development applications, deferred development fees, reduced parking and/or other city standards, and density bonuses.	1105 Pope Street – 8 units	
HE2.B Study potential modifications to the Zoning Ordinance to facilitate higher density housing [and discourage construction of oversize homes]. Modify the Zoning Ordinance to encourage higher density developments [and restrict construction of large single-family units], including current floor area ratios and yard and setback requirements.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These modifications will be evaluated at that time.	Continue
HE2.C Amend regulations to discourage exemptions from the minimum density requirements. The City shall discourage exemptions for minimum density requirements and establish mitigation measures for exemptions in the Zoning Ordinance.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These modifications will be evaluated at that time.	Continue
HE2.D Modify section 17.100 of the Zoning Ordinance to rename the Mobilehome Park Overlay District to "Manufactured Housing Overlay District." Develop policies to streamline the review process for this overlay district on residential land for projects that create land-ownership opportunities for residents. Support giving residents the right of first refusal if an existing park is to be sold.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These modifications will be evaluated at that time.	Continue
HE2.E Amend the "Subdivisions" section of the Municipal Code. The City will amend Title 16 of the Municipal Code to prevent subdivision activity from effectively resulting in lower densities and a loss of potential housing units on the site.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These modifications will be evaluated at that time.	Continue
HE2.F Update the General Plan Land Use Element in consideration of the established Housing Element land use goals and policies. Amend General Plan Elements concurrent with adoption of the General Plan Update as needed to ensure internal consistency.	The City of St Helena's General Plan Update has not yet been adopted. The Land Use Element will be amended with the adoption of the 2015-2022 Housing Element to ensure internal consistency.	Continue
HE2.G Promote both 'vertical' and 'horizontal' mixed-use. Encourage mixed-use developments that combine compatible uses on the same site, either in the same structure or adjacent structures. Amend the Zoning Ordinance accordingly.	Not implemented. The City of St Helena's General Plan Update includes a recommendation to introduce a "Mixed-Use" land use designation.	Continue

Amendments to the Zoning Ordinance include permitting the FAR for the residential component of a mixed-use development to be 'additive' rather than within the established FAR for that zone, and allowing commercial and residential users to 'share' their parking, resulting in a lower overall parking requirement. Requirements for covered parking should also be reconsidered.	Once adopted the City will initiate an update of the Municipal Code. The 'Mixed-Use' land use category will be established at that time.	
HE2.H Explore the possibility of allowing mixed use and live/work units in non-residential zoning districts. - Explore modifications to non-residential Zones that would permit, either as of right or as a conditional use, residential uses including integrated live/work units. - Analyze requirements that commercial projects provide housing for a portion of the employment that will be generated on site. The City will study and determine what portion of employment generated will require housing, whether housing will be required on-site or allowed off-site, if pricing for the non-inclusionary units will be tied to anticipated salaries for employees in the commercial portion of the project, and if in-lieu fees will be permitted for smaller sized projects. - Explore development incentives such as higher density and height allowances, and a streamlined design review process.	Not implemented. The City of St Helena's General Plan Update includes a recommendation to introduce a "Mixed-Use" land use designation. Once adopted the City will initiate an update of the Municipal Code. The 'Mixed-Use' land use category will be established at that time.	Continue
HE2.I Review and revise development standards pertaining to second units. Ensure that the development of second units is physically and financially feasible in targeted areas. Give particular attention to parking standards, setbacks, and impact fees.	Not implemented. However, the City continued to provide significant incentives that encouraged the development of 37 market rate second units over the 2007-2013 planning period. Incentives included a 400 square foot floor area bonus for single family dwellings and a 200 square foot floor area exemption for a covered parking space for single family dwellings.	Continue
HE2.J Provide financial incentives for second unit development. Incentives might include low interest loans or fee waivers.	Not implemented. The City provided significant financial incentives that encouraged the development of 37 market rate second units over the 2007-2013 planning period. Incentives	Continue

	included a 400 square foot floor area bonus for single family dwellings and a 200 square foot floor area exemption for a covered parking space for single family dwellings that included a second unit. In addition, the City does not require separate water or sewer connections for second units, nor charge additional hook-up fees beyond impact fees charged for all residential development on a per square foot basis.	
HE2.K Target specific areas for second unit incentives. Create incentives to construct second units in the medium density areas near downtown. Incentives to be explored include, but are not restricted to, fast tracking development applications, deferred development fees, and reduced parking and/or other city standards.	Not implemented. However, the City provided significant financial incentives that encouraged the development of 37 market rate second units over the 2007-2013 planning period. Incentives included a 400 square foot floor area bonus for single family dwellings and a 200 square foot floor area exemption for a covered parking space for single family dwellings that included a second unit. In addition, the City does not require separate water or sewer connections for second units, nor charge additional hook-up fees beyond impact fees charged for all residential development on a per square foot basis.	Continue
HE2.L Provide public information regarding second units. Develop a guide for homeowners explaining the benefits and procedures for adding a second unit.	Completed. Planning staff promote the development of second units and regularly forward information to potential applicants regarding the benefits of second units.	Continue
HE2.M Link financial incentives and development standard variances to affordability requirements for second units. Require that either the main house or the second unit is used as a rental unit that is affordable to households with moderate- or below- moderate incomes whenever the City assists in development through financial	The City provides proposed housing developments with a minimum of 40 percent affordable units access to the supply of carryover residential building permits created through	Continue

incentives or by granting a variance.		implementation of the City's Residential Growth Management. This resulted in the creation of 6 deed-restricted second units that are required to be affordable to very-low income households.	
HE2.N Respond to complaints regarding illegal units. The City will work with the property owners to help bring illegal units up to code and to abate the use of non-habitable buildings as living units.		In 2011, the City abated two non-habitable buildings on Pope Street. In 2013, the City approved a project by Calistoga Affordable Housing, a non-profit affordable housing developer, to replace the dilapidated building at 1105 Pope Street with an 8 unit building. The project was approved assuming all units will be deed-restricted with affordable housing requirements including 60 percent of the units to be affordable to low and very low income households.	Continue
HE2.O Identify appropriate 'target' areas for conversion of single-family homes to multi-unit dwellings. Identify areas, zoning districts, or specific sites where conversion would be appropriate or desirable.		See HE2.N. Note that in the case mentioned above the single-family residences were no longer habitable due to neglect.	Continue
HE2.P Develop criteria and standards and provide public information regarding conversions of single-family homes to multi-unit dwellings. Identify criteria for reviewing potential conversion opportunities and standards, including parking requirements, to ensure that conversions are carried out in a manner consistent with the character and use of adjacent properties. Develop a guide for property owners explaining the conversion program and procedures.		Not implemented. This type of project is uncommon in St Helena. Further, as mentioned above, if this type of project did occur it would most likely involve the demolition of an existing/neglected single-family residence and replacement with new multi-family dwellings.	Delete
HE2.Q Develop a program to encourage affordable housing in clusters of 4-6 units on Infill parcels on west side of town. The City will post an inventory of potential sites on the City's web site. In addition the City will explore incentives to encourage affordable housing clusters, including, but not limited to priority permit processing, reduced or waived development fees, reduced parking and/or other city standards, and an additional density bonus.		The City was awarded a Community Development Block Grant (12-CDBG-8416) to analyze the feasibility of developing small affordable housing developments on six sites. On April 15, 2014, the State Department of Housing and Community Development cleared general	Continue

	conditions for the grant and authorized the City to enter into a contract with the selected contractor. The City Council approved the contract in January 2015. Additionally, the City explored the feasibility of developing a parcel located at 1030 Fulton Lane.	
HE3.A Restrict the conversion of rental units to condominiums. Current policy allows conversion to condominiums under certain circumstances when the vacancy rate is high. The presence of second homes within the community results in an inflated vacancy rate. The policy should be further studied and revised to reflect a general guiding principal of preserving the affordable housing stock while eliminating the current linkage to vacancy rates.	The City has continued to restrict the conversion of rental units to condominiums.	Continue
HE3.B Charge an affordable housing impact fee whenever housing units are converted to other uses. Exempt conversion projects that create affordable for-sale housing from this impact fee.	No such conversions have occurred during this Housing Element cycle.	Continue
HE3.C Address the potential loss of assisted units. Identify assisted properties at risk of conversion to market rates and work with the property owners and/or other parties to ensure that they are conserved as affordable housing. Monitor the Woodbridge Apartments and establish a funding plan in anticipation of either preserving or replacing the 50 units of affordable housing in 2018 when the Section 8 contract for Woodbridge expires.	In 2013 the City worked with the owners of the Woodbridge Apartment Complex (727 Hunt Ave) and CalHFA to re-finance and renovate 50 units of affordable housing. Through this effort the Woodbridge Apartment Complex will continue to offer regulated affordable housing for the next 30 years.	Delete the specific reference to Woodbridge Apartments.
HE3.D Continue to prohibit the conversion of market rate housing to vacation rentals. Abate the use of illegal vacation rentals, including time shares and fractional interests.	Faced with a number of illegal rental units, the City chose to implement a program to allow a limited number of vacation rentals for periods less than 30 consecutive days. The ordinance, adopted April 2012, allows a maximum of 25 permits for short-term rentals. In order to preserve the affordable housing stock, short term rentals are only permitted for single family	Modify

HE3.E Review housing needs, conditions, achievements and challenges as part of the City's regular General Plan review.	dwelling and are not permitted for second units.	Modify to include requirement to submit an annual report to HCD by April of each year.
HE4.A Review and possibly amend the inclusionary housing ordinance: • Explore adjusting the inclusionary housing ordinance to require further distribution of affordable units within the various income categories. For example, a project required to provide two low-income units under the current inclusionary housing ordinance could be required to provide one unit affordable to households with incomes of up to 65 percent of area median income and one unit affordable to households with incomes of up to 80 percent of area median income. • Explore eliminating the linkage fee option and requiring the construction of housing by larger commercial developments as well as increasing the linkage fees for small commercial development where requiring residential construction would not be feasible. • Explore the possibility of increasing residential construction in-lieu fees and/or creating a sliding scale for larger houses. • Explore the feasibility of adding an above moderate-income workforce housing component to the Inclusionary Housing Ordinance requirements.	The General Plan Update has not yet been adopted. The Planning Commission reviewed the Housing Element in early 2011. Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These amendments will be evaluated at that time.	Continue
HE4.B Generate Revenues for Affordable Housing through the Transient Occupancy Tax. Either increase the Transient Occupancy Tax or increase the number of transient occupancy rooms and apply the increased revenue to support affordable housing.	The City generated additional Transit Occupancy Tax revenue from the implementation of the Short-Term Rental Ordinance. In the first year, short-term rentals generated approximately \$40,000 in TOT revenue. Additionally, the City has entitled two new hotels and approved the expansion of two existing hotels which will increase the TOT room count by over 100 rooms.	Continue

	Due to on-going budget constraints, TOT revenues are not currently set aside to support affordable housing.	
HE4.C Reduce, defer, or waive fees for affordable housing developments. The City will establish a set of criteria for project eligibility to have fees reduced, deferred, or waived. The City will explore higher incentives for affordable housing developments with units affordable to extremely low- and very low-income households.	The City reduced fees by up to \$150,000 for an approved affordable housing project at 1105 Pope Street. Fees are estimated at approximately \$172,000 (the developer has not yet applied for a building permit).	Continue
HE4.D Prioritize the use of Housing Trust Funds in support of the development and preservation of regulated affordable units for extremely low-income households.	The City used Housing Trust Funds to purchase a high density residential parcel located at 684 McCorkle. This parcel is listed as a key opportunity site in the current housing element and will be developed with between 9-12 modular affordable housing units. Units affordable to extremely low-income households will be included if feasible.	Continue
HE4.E Pursue mortgage revenue bonds and/or mortgage credit certificates. Promote affordable homeownership opportunities for moderate- and lower-income households.	Not implemented. The City of St Helena has not had revenue and/or staff to implement this program. With the economy improving and the development of recently entitled resort projects, the City will be in a better position to implement this program.	Continue
HE4.F Continue Section 8 rent subsidy certificates. Work with the City of Napa Housing Authority to provide continued rental assistance to low-, very low-, and extremely low-income households.	The City has continued to contract with the City of Napa's Housing Division to assist with the management of new and existing affordable units.	Continue
HE4.G Explore the possibility of establishing a full-time, shared Housing Coordinator for the up-valley communities. The position would serve all of the up-valley communities, including Napa County.	Not implemented. The City of St Helena currently contracts with the City of Napa's Housing Division to assist in managing regulated affordable units. This partnership has been	Modify to clarify that Housing Coordinator's role would be to pro-mote

	working well.	the development of new affordable housing, not maintain existing units.
HE4.H Collaborate with countywide efforts to address farmworker housing needs. The City will contribute staff time and City resources, as appropriate, to countywide farmworker housing efforts that may occur during the Housing Element planning period.	Napa County completed an extensive assessment of farmworker housing needs in a report entitled "2012 Napa County Farmworker Housing Needs Assessment." That report is utilized in the assessment of farmworker housing needs in St. Helena, as described in the 2015-2023 Housing Element Update.	Continue
HE4.I Amend the Zoning Ordinance for farmworker housing. Amend the St. Helena Municipal Code to clearly state that agricultural employee housing for six or fewer employees is only subject to the regulations for other types of residential development and that agricultural employee housing for more than six employees, with a maximum of 36 employees, shall be subject only to the regulations for other agricultural uses in accordance with California Health and Safety Codes 17021.5 and 17021.6.	Completed. The City adopted an ordinance to amend the Municipal Code to allow agricultural employee housing for 6 or fewer employees as a permitted use in all residential zoning districts and to allow employee housing for up to 36 beds or 12 units as a permitted use in the Agricultural (A-20), and Agricultural Preserve (AP) and Winery (W) zoning districts.	Delete
HE4.J Establish regulations requiring that a portion of units in all new developments meet the special housing needs of seniors and persons with disabilities. Target 20% of new housing units to meet senior household needs and 10% accessible to persons with disabilities.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. These amendments will be evaluated at that time.	Continue
HE4.K Reasonable Accommodation. The City shall amend its Municipal Code to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.	Completed. The City adopted an ordinance to amend the Zoning Code to provide persons with disabilities a process to pursue reasonable accommodation from various land use, zoning and building regulations.	Delete

Amendments to the Municipal Code will comply with State law and will consider model ordinance language provided by the California Department of Housing and Community Development.			
HE4.L The City shall participate with mediation between property owners if needed to facilitate affordable housing. The City will provide staff resources and/or work with affected parties along with an outside mediator if necessary to address issues raised by community members in response to affordable housing development applications.	The City provided extensive staff resources and legal advice to facilitate the development application for 1105 Pope Street.	Continue	
HE4.M Explore the potential of using Housing Trust Fund money to purchase existing housing for conversion to restricted affordable housing. Priority for use of Housing Trust Fund monies will be given to the creation of housing affordable to extremely-low-income households.	The City used Housing Trust Funds to purchase a high density residential parcel located at 684 McCorkle. The parcel (a key opportunity site) is currently developed with a single-family residence. Staff is working on plans to develop between 9-12 modular affordable housing units. The parcel is currently developed with a single-family residence. Units affordable to extremely-low income households will be included if feasible.	Continue	
HE5.A Adopt a Green Building Ordinance. The City shall adopt building code standards that meet or exceed the State's Green Building Standards Code. The Planning and Building Department shall coordinate this effort with the Climate Protection Task Force.	Completed. The City adopted the 2013 Green Building Code and adopted some additional measures related to reduction in cement use and requirements for wood roof, wall and subfloor sheet goods. The City's green building standards apply to all newly constructed buildings over 400 square feet and require a 20 percent water reduction for all new indoor plumbing fixtures installed in additions or remodels of existing structures.	Continue.	
HE5.B Encourage use of alternative energy technologies. Create incentives for the	The City continues to waive permit and	Continue	

use of solar energy in new and rehabilitated housing. Incentives to be explored include, but are not restricted to, ensuring a streamlined review process for applications, deferred fees, and reduced applicable city standards.	inspection fees for all solar and electric vehicle charging stations.	
HE5.C Provide public information on alternative energy technologies for residential developers, contractors, and property owners. The City will provide information on its web site and/or at City Hall regarding alternative energy technology options, possible sources of financing, and any applicable information regarding necessary local permits.	Completed. Planning, Building, Finance and Public Works staff provide the public with information via the City web site, email and verbally re: alternative energy technologies and how they relate to the permitting process.	Continue
HE5.D Require cost-effective energy conservation measures in all new and rehabilitated housing to promote long-term affordability for occupants. The City will adopt the State's new Energy Efficiency Standards as part of the 2009 California Building Standards Code and ensure that all new housing units constructed in the City meet or exceed these standards.	Completed. The City adopted the 2013 Green Building Code and adopted some additional measures related to reduction in cement use and requirements for wood roof, wall and subfloor sheet goods. The City's green building standards apply to all newly constructed buildings over 400 square feet and require a 20 percent water reduction for all new indoor plumbing fixtures installed in additions or remodels of existing structures.	Modify to apply to subsequent revisions of the State Building Code.
HE5.E Provide low-interest loans for implementation of energy conservation measures. The City will identify a source of loan funds to provide energy conservation assistance to homeowners and home-builders. The City will explore establishing a local AB-811 program as well as using state and federal sources of funding to finance local energy conservation measures. Sources of state and federal funds include, but are not limited to, the California Energy Commission State Energy Program and Energy Efficiency and Conservation Block Grant Program, and the Low Income Home Energy Assistance Program.	Completed. In 2012, the City Council adopted a resolution approving the City's participation in an AB811 program called CaliforniaFIRST. The program provides residential and commercial property owners the ability to finance renewable energy, energy efficiency and water efficiency improvements on their property. The City also participates in a Property Assessed Clean Energy (PACE) program known as HERO.	Continue.
HE5.F Provide public information on energy conservation measures for homeowners, tenants, developers, contractors and property owners. The City will	Completed. The City has promoted energy saving programs at City Hall, on its website and through	Continue

provide information on its web site and/or at City Hall regarding actions homeowners, tenants, developers, contractors, and property owners can take to conserve energy.	its E-News service. Programs include the City's High-Efficiency Toilet Rebate, Clothes Washer Rebate, and Smart Yard programs, as well as countywide and regional programs such as Energy Upgrade California, rebates for fluorescent lighting, and energy audits for small businesses.	
HE5.G Require bicycle and pedestrian amenities and connectivity to surrounding areas, in all new housing developments. Support programs to develop more local and regional walking and biking trails. In addition to requiring bicycle and pedestrian connectivity in all new residential developments, the City will provide staff time in support of regional trail programs.	The City adopted its first bike plan in 2013. This plan contains implementing actions, policies and programs that will require new development to support local and regional walking and biking trails as well as improve bicycle and pedestrian connectivity between new and existing development. The City continues to provide staff support for the Napa Valley Vine Trail, a regional trail connecting the City of Vallejo on the San Francisco Bay to the City of Calistoga north of St Helena.	Continue
HE5.H Continue to apply Municipal Code provisions pertaining to water resources. The City will continue to require water-efficient landscaping for new residential and commercial construction, as well as implementing the Water Use Efficiency and Use Guidelines.	The City continues to implement Water Use Efficiency and Use Guidelines (SHMC Chapter 13.12). The City adopted a new Water Shortage Emergencies Ordinance in October 2011 that implements additional water use restrictions. Under Phase I regulations, water customers are prohibited from expanding or installing new water-using appliances, plumbing, or improvements, such as landscaping and pools, unless the installation will result in no increase in water use. Replacement fixtures must be water-	Continue

	efficient.	
HE5.I Promote passive natural heating and cooling opportunities in new development and insure that solar access is protected for existing development. Incentives to be explored include, but are not restricted to, ensuring a streamlined review process for applications, deferred fees, and relaxing applicable city standards.	Not implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. Concepts which encourage passive natural heating and cooling will be explored at that time.	Continue
HE5.J Explore feasibility of incorporating efficient on-site alternative wastewater facilities. The City will study options for on-site alternative wastewater facilities, including graywater reuse, recycling, and/or on-site treatment. The City will then ensure that the local Municipal Code does not include regulations that may unnecessarily present barriers to implementing these technologies, amending the Municipal Code as appropriate. The City will explore establishing a local AB-811 program that will include water conservation technologies which contribute to energy conservation efforts (see HE5.E).	Partially implemented. The City of St Helena's General Plan Update has yet to be adopted. Once adopted the City will initiate an update of the Municipal Code. Concepts which encourage on-site alternative wastewater facilities will be explored at that time. In 2012, the City Council adopted a resolution approving the City's participation in an AB811 program called CaliforniaFIRST. The program provides residential and commercial property owners the ability to finance renewable energy, energy efficiency and water efficiency improvements on their property. The City also participates in a Property Assessed Clean Energy Program (PACE) known as HERO.	Modify to reflect actions City has already taken to participate in AB811 programs.
HE5.K The City shall explore policies that give local preference in the procurement process when municipal funds may be used for housing.	Not implemented. Staff will work with the City of Napa's Housing Division, who assists the City of St Helena via a contract, with the management of our regulated affordable units, to accomplish this task.	Continue
HE6.A Provide educational materials at City Hall, through the press and directly to interested parties to educate real estate professionals, property owners and tenants on	Completed. The City of St Helena, through its partnership with Fair Housing Napa Valley,	Continue

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their rights and responsibilities and the resources available to address fair housing issues.	provides information to the public regarding rights and responsibilities and resources available to address fair housing issues.	
HE6.B Continue to utilize and support Fair Housing Napa Valley for implementing fair housing programs, receiving complaints, and providing referrals to available resources when necessary.	The City continues to provide funding and is responsive to all referrals from Fair Housing Napa Valley.	Continue

Demographic and Economic Trends

In order to understand the current housing needs of St. Helena residents, this section examines historic, current, and projected population, household, and employment trends. The figures for St. Helena are compared with the equivalent figures for Napa County and the Bay Area, to frame the St. Helena figures within the trends of the greater region.⁵

The data for the analysis of population, household characteristics, and employment come from the 1990, ~~and 2000~~ and 2010 Censuses, the U.S. Department of Housing and Urban Development (HUD), the California Department of Housing and Community Development (HCD), the ~~2000~~ 2010 Census Transportation Planning Package (CTPP), the California Department of Finance (DoF), and the California Employment Development Department (EDD). ~~Claritas Inc., a private data vendor, provided the information regarding estimated 2008 population and household characteristics, and the~~ The Association of Bay Area Governments (ABAG) supplied the growth projection data.

Population and Employment Characteristics

This section presents information regarding population, household, and employment trends between 2000 and ~~2008~~ 2010, with some additional analysis for the period between 1990 and 2000.

Population Trends

Table 3 compares the population counts from 1990, 2000, and ~~2008~~ 2010 in St. Helena, Napa County, and the Bay Area. St. Helena averaged a 1.8 percent annual growth rate from 1990 to 2000, increasing from 4,990 to 5,950 persons. Then, from 2000 to ~~2008~~ 2010, St. Helena experienced a slight decrease of ~~0.1~~ 0.2 percent in population, dropping by ~~only 30~~ 136 people to ~~5,920~~ 5,814 persons in 2010. ~~2008-based on DoF 2008 population estimates.~~

In comparison, between 1990 and 2000, Napa County and the Bay Area both grew at an annual rate of 1.2 percent between the two Censuses. Napa County maintained a similar annual growth rate from 2000 to ~~2008~~ 2010 of ~~1.1~~ 0.9 percent, and the growth rate of the Bay Area registered significantly lower, at ~~0.6~~ 0.5 percent annually.

Household Trends

As shown in Table 3, between 1990 and 2000, the number of households in St. Helena increased slightly, by 1.1 percent annually. This closely corresponds to both Napa County and the Bay Area,

⁵ For the purposes of this Housing Needs Assessment, the Bay Area is defined to include the following counties in the Association of Bay Area Governments (ABAG): Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Sonoma, and Solano.

which both averaged 0.9 percent annual household growth from 1990 to 2000.

~~DoF estimated that the number of households in~~ Between 2000 and 2010, the number of households in St. Helena increased by only ~~0.2~~ 0.1 percent annually, or about ~~35-21~~ households, ~~between 2000 and 2008~~. Table 3 shows that the number of households in the City is approximately ~~2,410~~ 2,400 in ~~2008~~ 2010. In contrast, the number of Napa County households grew by ~~1.1~~ 0.7 percent annually, to ~~49,400~~ 48,900 households in ~~2008-2010~~. Napa County's growth rate represents an increase of about ~~4,000~~ 3,500 households. The number of Bay Area households grew by ~~0.5~~ 0.6 percent annually from 2000 to ~~2008~~ 2010.

Average Household Size

Average household size is a function of the number of people living in households divided by the number of occupied housing units in a given area. In general, a decline or increase in average household size signals that the population and the number of households are growing at different rates. Overall, the average household size in St. Helena was slightly smaller than in Napa County in 1990, 2000, and ~~2008~~ 2010. With the number of households growing, and a slight drop in population in St. Helena between 2000 and ~~2008~~ 2010, average household sizes fell from 2.48 to ~~2.43~~ 2.38 persons per household, possibly reflecting a trend towards smaller retiree and empty nester households purchasing homes in the area. In contrast, the population in Napa County ~~and the Bay Area~~ increased more rapidly than the number of households, leading to increases in the average household size from 2.62 to ~~2.65~~ 2.69 persons per household in Napa County. The average household size remained approximately the same at 2.69 and from 2.69 to 2.72 in the Bay Area between 2000 and 2008 2010.

Households by Type

Figures reported in Table 3 reveal that the percentage of households with children in 1990 was about 27 percent in St. Helena and 33 percent in both Napa County and the Bay Area. Then, from 1990 to 2000, the percentage of households with at least one member under the age of 18 rose to nearly 33 percent in St. Helena and around 34 percent in Napa County and the Bay Area. ~~In St. Helena, Napa County, and the Bay Area, the distribution of households with and without children did not change significantly between 2000 and 2008. Between 2000 and 2010, the percentage of households with children fell slightly, dropping back to 1990 levels in Napa County and the Bay Area, and to 29 percent in St. Helena.~~

Household Tenure

As shown in Table 3, homeownership levels in St. Helena declined slightly between 1990 and 2000 and then dropped again ~~in 2008-between 2000 and 2010~~, falling from 60 to 56 percent, and then to 55 percent. Relative to the County and the Bay Area, where ~~66~~ 63 percent and ~~almost 58~~ 56

percent of households, respectively, own their homes in ~~2008~~ 2010, St. Helena has a lower percentage of homeowners.

Age Distribution

Based on data reported in Table 4, in 1990, 2000, and ~~2008~~ 2010, the median age of the St. Helena population ~~slightly decreased~~ increased from around 41 years of age in 1990, ~~and fell closer to 39~~ to almost 43 by ~~2008~~ 2010. ~~In contrast~~ Similarly, the median age of Napa County's population increased slightly, from just over 36 years in 1990 to ~~around 38.5~~ almost 40 years in ~~2008~~ 2010. Though the median age in St. Helena was higher than in Napa County in 1990, 2000, and ~~2008~~ 2010, the age gap between the two areas diminished during that time period. Furthermore, the median age in the Bay Area continually rose from about ~~33.5~~ 33.6 in 1990 to ~~35.5~~ 35.6 in 2000 and, finally, ~~38.4~~ 38.9 in ~~2008~~ 2010.

Of all age groups, the 55 to 64 age category grew most markedly in St. Helena between 1990 and ~~2008~~ 2010. The number of people between the ages of 55 and 64 increased by ~~approximately over 384~~ 450, raising the share of the total population in this age category from 7.5 to ~~13~~ 14 percent. As in St. Helena, between 1990 and ~~2008~~ 2010, the 55 to 64 age category grew from nearly 9 to ~~12~~ 13 percent of the total population in Napa County, and from around 8 to 12 percent in the Bay Area.

In St. Helena, the categories of persons under the age of 18, and between 45 to 54 years experienced high levels of growth between 1990 and 2000, but then the number of persons in each category decreased, albeit by a slightly lesser degree, from 2000 to ~~2008~~ 2010. By ~~2008~~ 2010, the percentage of persons under the age of 18 represented ~~nearly 24~~ 22 percent of the total population and those between 45 and 54 constituted nearly 14 percent of St. Helena residents. Similarly, in ~~2008~~ 2010, persons under 18 equaled ~~about 23~~ 22 percent of the total population and the share of persons aged 45 to 54 was ~~around~~ almost 15 percent of the population in ~~both Napa County. and the~~ Persons under 18 equaled 22 percent of the total population and the share of persons aged 45 to 54 was 15 percent of the population in the Bay Area.

The number of persons between 18 and 24 years rose by ~~over 185~~ approximately 128 persons in St. Helena, increasing this category's share of the total population from about ~~seven 7~~ nine 8 percent from 1990 to ~~2008~~ 2010. In Napa County, the 18 to 24 age bracket increased in absolute numbers, but the share of the total population in 1990 (~~nine 9~~ nine 9 percent) was nearly identical to the share in ~~2008~~ 2010. The age category 65 and over ~~was the only category decrease~~ increased in numbers from 1990 to 2000, and then again ~~increased~~ between 2000 and ~~2008~~ 2010. The number of persons over 65 in St. Helena stood at 1,250 in 1990 before falling to about ~~940~~ 1,028 in ~~2008~~ 2000, ~~and then rebounding to about 1,121 persons in 2010~~. The net effect of these changes was that the St. Helena median age ~~decreased~~ increased by ~~over one year~~ nearly two years between 1990 and 2010,

while the median age in Napa County and the Bay Area rose by ~~nearly~~ about two three years and almost five years, respectively.

Household Income Distribution

Table 5 summarizes the distribution of household incomes in ~~1999 and 2008~~ 2000 and 2012. From ~~1999 to 2008~~ 2000 to 2012, the median household income in St. Helena, adjusted for inflation, ~~increased~~ decreased from ~~\$72,900~~ \$81,831 to ~~\$79,200~~ \$71,118, or by over ~~\$6,300~~ \$10,700. In ~~2008~~ 2012, the City of St. Helena median household income is higher than the median household income of Napa County, ~~and~~ but lower than that of the Bay Area. The Bay Area showed an inflation-adjusted decline in median income, of just over ~~\$3,500~~ \$8,500 from about ~~\$78,000~~ \$87,400 in ~~1999~~ 2000 to ~~\$74,300~~ \$78,900 in ~~2008~~ 2012.

~~The general trends for St. Helena indicate that inflation-adjusted household incomes grew over the past eight years, with~~ Around 40 percent of St. Helena households had incomes of \$100,000 or more in ~~2008~~ 2012. This compares to around 22 percent ~~just eight~~ twelve years earlier. In addition, the ~~number~~ percent of households in each of the income categories below \$100,000 decreased between ~~1999~~ 2000 and ~~2008~~ 2012 in the City. A similar income distribution trend occurred in Napa County between ~~1999~~ 2000 and ~~2008~~ 2012, though not to the same degree as in St. Helena. In Napa County, the percent of total households with incomes above \$100,000 increased from 19 percent in ~~1999~~ 2000 to ~~30~~ 34 percent in ~~2008~~ 2012. While the share of total households fell in each of the income categories below \$75,000, ~~the absolute number of households only declined in the four income categories below \$45,000.~~ In comparison, between ~~1999~~ 2008 and ~~2008~~ 2012 the percentage of households in the Bay Area with incomes above \$100,000 rose from around 27 percent, to ~~35~~ 40 percent. In the Bay Area, the share of total households fell in each of the income categories below ~~\$75,000~~ \$100,000, and the absolute number of households also fell in each of these income categories.

Household Income Categories

Table 6 presents figures from the HUD ~~2000~~ 2006-2010 Comprehensive Housing Affordability Strategy (CHAS) data set. This table illustrates the distribution of households among various income categories by tenure. The Department of Housing and Urban Development defines income categories as a percentage of the Area Median Family Income (AMFI). Households whose income equal 30 percent or less of the AMFI are considered extremely low-income; households with incomes between 30 and 50 percent of the AMFI are classified as very low-income; those between 50 and 80 percent of the AFMI are low-income. The CHAS data set also provides information on households earning between ; those between 80 and 120 100 percent are moderate income; and of the AMFI and households with incomes above 120 100 percent of the AMFI constitute the above moderate income category.

In ~~1999~~ 2010, a higher percentage of households in St. Helena had incomes in the ~~extremely low-~~ moderate income and the above ~~moderate~~ median-income categories compared to Napa County. In St. Helena, approximately ~~47~~ 54 percent of households had incomes in the above ~~moderate~~ median income category, compared to around ~~40~~ 50 percent for Napa County. Furthermore, ~~44~~ 14 percent of St. Helena households had ~~extremely low~~ moderate-incomes compared to ~~ten~~ 11 percent in Napa County. In addition, the percentages of households with low, very low, and extremely low incomes in St. Helena were lower compared to Napa County; 15 to 17 percent, 8 to 12 percent, and 9 to 11 percent. This suggests that St. Helena overall has a higher level of income ~~disparity~~-relative to Napa County.

Examination of the distribution of owner and renter households indicates that owner households exhibited a lower percentage of extremely low ~~incomes~~, very low, low and moderate incomes (~~about 6 percent~~) and a higher percentage of above ~~moderate~~ median-incomes (~~63 percent~~) than renter households in St. Helena (~~17 percent extremely low income, and 27 percent above moderate income~~). In addition, St. Helena had a lower percentage of owner households in the extremely low-, very low-, and low- ~~and moderate-~~ income categories, compared to Napa County. Approximately 10 percent of owner households in Napa County fell in the moderate-income category and approximately 49 61 percent of owner households in Napa County fell in the above ~~moderate~~ median-income category, compared to 13 percent and 63 68 percent in St. Helena, respectively.

Renter households in St. Helena exhibited a more even distribution among the income categories relative to owner households, with ~~47~~ 13 percent of renter households in the extremely low-income category, ~~42~~ 13 percent in the very low-income category, ~~49~~ 22 percent in the low-income category, ~~26~~ 15 percent in the moderate-income category, and ~~nearly 27~~ 37 percent in the above ~~moderate~~ median-income category. The higher concentration of renter households in the moderate-income categories and below, compared to owner households, is attributable to the fact that market rate housing in St. Helena typically requires households to have incomes above the moderate level.

Employment Trends

Labor Force

As presented in Table 7, the unemployment rates in St. Helena were ~~lower~~ higher than Napa County and the Bay Area in ~~2000~~ 2007, and higher than Napa County in 2007 2012, and the same as the Bay Area in 2012. St. Helena exhibited a small increase of ~~300~~ 100 employed residents between ~~2000~~ 2007 and ~~2007~~ 2012 (almost ~~ten~~ 3 percent), while the number of unemployed residents ~~held at also increased by~~ 100. In comparison, Napa County and the Bay Area experienced an ~~similar percent~~ increase of employed residents of ~~nearly 11~~ 12 percent.

Note that the preceding discussion refers to employed residents, or the number of local area residents who are currently working. This does not equate to the number of jobs in the local area, which is discussed in the following section.

The unemployment rate in St. Helena between ~~2000~~ 2007 and ~~2007~~ 2012 followed a ~~distinctly different~~ similar pattern ~~than~~ in Napa County ~~or~~ and the Bay Area over the same time period; increasing in all three areas. The unemployment rate in St. Helena ~~decreased slightly~~ increased from about ~~3.1~~ 5.6 percent to ~~2.9~~ 8.4 percent, ~~while the rate rose~~ increased in Napa County from ~~3.6~~ 4.2 percent to ~~4.2~~ 7.8 percent, and rose in the Bay Area ~~rate rose~~ from ~~3.4~~ 4.5 percent to ~~4.6~~ 8.4 percent.

Jobs by Industry

Table 8 presents 2000 and ~~2005~~ 2010 ABAG estimates of the number of jobs by industry sector in both St. Helena and Napa County. According to ABAG, the number of jobs in St. Helena ~~increased~~ decreased by 4.5 percent, or ~~210~~ 264 jobs, between 2000 and ~~2005~~ 2010. Over the same period of time, the number of Napa County jobs grew by almost ~~seven~~ 7 percent, but in the Bay Area the number of jobs decreased by ~~around 8~~ nearly 10 percent. The distribution of jobs shifted among industries, ~~held relatively steady in both St. Helena and Napa County between 2000 and 2005.~~

In ~~both~~ St. Helena, ~~and~~ Napa County, and the Bay Area, ABAG estimated that nearly all sectors experienced a loss of jobs ~~some level of job growth~~ between 2000 and ~~2005~~ 2010. ~~while all sectors in the Bay Area experienced a loss of jobs.~~ Employment in the “Health, Educational, and Recreational Services” sector ~~increased~~ decreased by the greatest number of jobs in both St. Helena and Napa County, growing declining by ~~60~~ 383 and ~~1,570~~ 3,360 jobs, respectively. This ABAG-defined industry sector includes jobs in the arts and entertainment, recreation, accommodation, and food service industries, as well as the education, health care, and social services sectors. This industry sector held the highest job concentration in Napa County, with 36 percent of the total in 2000 and ~~2005~~ 29 percent of the total in 2010. However, in St. Helena, the “Health, Educational, and Recreational Services” sector comprised only 26 percent of total jobs in ~~both~~ 2000 and ~~2005~~ 20 percent of total jobs in 2010.

In St. Helena, the greatest concentration of jobs was in the “Manufacturing, Wholesale, and Transportation” sector, with 27 percent of total jobs in 2000 and ~~2005~~ 22 percent of total jobs in 2010. This sector, which includes the manufacturing operations of the wine industry, ~~increased~~ decreased by ~~40~~ 353 jobs in the City between 2000 and ~~2005~~ 2010. Napa County ~~added~~ lost approximately ~~860~~ 160 jobs, and the Bay Area lost around ~~154,000~~ 304,538 in this sector for the same time period. ~~These data highlight the growth of the Napa County wine industry relative to the decline of other manufacturing sectors more commonly found elsewhere in the Bay Area.~~ In

Napa County, this sector remained relatively steady, ~~represented~~ representing 22 percent of total jobs ~~in the County, in both~~ in 2000 and 2005 21 percent of total jobs in 2010. However, this sector accounted for the highest decrease in jobs in the Bay Area, from about 24 23 percent of Bay Area jobs total jobs in 2000 to 17 percent of total jobs by 2005 in 2010.

In addition to the “Manufacturing, Wholesale, and Transportation” sector, St. Helena demonstrated slightly higher concentrations of jobs relative to Napa County and the Bay Area in the “Agriculture and Natural Resources,” and “Retail,” sectors. In ~~2005~~ 2010, approximately ~~6.5~~ 16 percent of St. Helena jobs compared to ~~5~~ 8 percent in Napa County and 1 percent in the Bay Area were in the sector “Agriculture and Natural Resources.” The same pattern appeared in the “Retail” sector in ~~2005~~ 2010 with the percentage of total jobs equaling about ~~12~~ 15 percent in St. Helena, ~~and 11 9~~ percent in Napa County, and 10 percent in the Bay Area.

Table 9 shows average annual salaries for various occupations in Napa County. Average salaries range from approximately \$25,400 for food preparation and serving-related occupations to \$113,000 for management occupations. The average for all occupations is \$48,876.

Commuting Patterns

Tables 10 and 11 show the commuting patterns for the St. Helena workforce as well as the number of employed City residents as reported by the Census ~~2000~~ 2006-2010 Transportation Planning Package (CTPP). As summarized in Table 10, ~~nearly 77 78~~ percent of the local workforce commuted into the City from residence locations elsewhere, while employees who also resided in St. Helena filled only ~~23~~ 22 percent of local jobs. Approximately ~~60 56~~ percent of St. Helena workers lived elsewhere in Napa County, with over ~~a third~~ half of those workers living in the City of Napa. In addition, ~~about five~~ nearly 9 percent of St. Helena workers lived in Sonoma County, ~~nearly 4~~ percent resided in Lake County, and almost ~~four~~ 6 percent commuted in from Solano County.

Table 11 provides further detail regarding the commuting patterns of employed St. Helena residents. ~~Only About~~ 43 47 percent of local residents worked in St. Helena in ~~2000~~ 2010, and ~~approximately~~ nearly 57 53 percent of employed St. Helena residents commuted out of St. Helena for work each day. Most of the out-commuters worked elsewhere in Napa County, primarily in the City of Napa. An additional ~~6 percent~~ 15 percent of employed St. Helena residents worked ~~in Sonoma and Alameda Counties combined~~ outside Napa County.

Ratio of Jobs to Employed Residents

Table 12 shows that St. Helena has a significantly higher proportion of jobs to employed residents as compared to other incorporated cities in Napa County. Countywide, there was just over one job per employed resident in 2000 and in 2010. However, the ratio of jobs to employed residents in St.

Helena during this time period was nearly double the County ratio, with two jobs per employed resident. This means that even if all employed residents worked in St. Helena, the City would still be reliant upon in-commuters to fill approximately half of the local jobs. No other Napa County community exhibited a higher ratio of jobs to employed residents in 2000 and in 2010. While Yountville's ratio of jobs to employed residents approached St. Helena's ratio, this community had a smaller share of employed residents relative to the total population, ~~0.34~~ 0.31, compared to ~~0.47~~ 0.48 countywide and in St. Helena. In addition, other communities, such as American Canyon and the City of Napa had ratios of less than one job per employed resident.

Our Town St. Helena is ~~an advocacy~~ community-based, non-profit organization working to ~~provide~~ bring housing opportunities for all members of the to the people vital to St. Helena ~~community~~. Three ~~important~~ goals outlined in the organization's mission statement ~~include~~ are to "advocate for low- and moderate-priced housing in St. Helena; partner with others to create that housing; and create a clearinghouse to share information about local housing opportunities." ~~Mary Stephenson, a founding member of the organization,~~ The group uses the analogy of a tree to explain the ~~organizations goals~~ widespread need for housing in St. Helena, whereby the roots of the tree represent unskilled labor like farmworkers who can only afford rental housing which is very scarce in town, the trunk is comprised of skilled labor such as ~~wine industry~~ winery managers, and finally the branches ~~of the tree~~ are the professionals in the community who ~~make a decent living but~~ cannot find affordable market- rate housing in St. Helena. ~~To improve the housing availability for all members of the community, Ms. Stephenson believes that City should increase its growth rate, albeit in a very managed fashion, that additional funding needs to be made available for affordable housing projects, and the approval process for residential development, especially developments containing affordable housing, should be streamlined.~~ Our Town St. Helena believes the City of St. Helena needs a coordinated effort to provide housing at all three levels to maintain the small town character and vitality of the community. They believe that some housing is feasible in smaller in-fill properties, but to provide an economically feasible low-income rental option, a larger project like the Stonebridge and Hunt's Grove apartment complexes is necessary.⁶

Population, Household and Employment Projections, 2010-2035

Table 13 reports ABAG projections of the total population, number of households, and number of employed residents. These projections provide information on St. Helena, Napa County, and the Bay Area from 2010 to 2035.

⁶ Personal Communication, Mary Stephenson, Our Town St. Helena. February 24, 2014.

Population

ABAG projects an annual average growth rate of ~~one-tenth of a~~ 0.3 percent for St. Helena's population between 2010 and 2035, as shown in Table 13. This low growth rate translates into an anticipated net population increase of only ~~400~~ 386 persons over this time period. ABAG projects a ~~0.4~~ 0.6 percent annual average population growth rate for Napa County, which translates to approximately ~~16,400~~ 21,900 new County residents between 2010 and 2035. For the Bay Area, ABAG projects a higher annual average growth rate of ~~0.6~~ 0.9 percent with a net population increase of ~~1.6~~ 1.7 million between 2010 and 2035.

The California Department of Finance (DoF) projects the increase in the population by age and sex in Napa County as a whole in ten-year increments from ~~2000 to 2050~~ 2010 to 2060. While the total population of Napa County is expected to increase by about ~~126,500~~ 59,400 persons (a ~~101~~ 43 percent increase over the 50 year period, or a ~~1.4~~ 0.7 percent average annual increase), the increase in the total population over the age of 64 is expected to outpace that of the total population. The DoF projects the number of people ~~over 64~~ aged 65 to 74 will increase ~~118~~ 82 percent over the period (~~a 1.6 percent average annual increase~~), the number of people aged 75 to 84 will increase 121 percent, and the number of seniors over 85 will increase 221 percent.⁷ ~~The increase of 22,700 persons over the age of 64 will include an estimated 10,900 males and 11,800 females.~~ St. Helena can expect to feel the impact of this aging trend as well.

Households

ABAG also anticipates a 0.2 percent annual average growth rate for households in St. Helena between 2010 and 2035. Assuming a similar income distribution of households in St. Helena in 2035 as in ~~2008~~ 2010, it is projected that approximately ~~eleven~~ 9 percent, or ~~about 220 just fewer than 280~~ households, of the total ~~2,600~~ 2,500 households in St. Helena would be extremely low-income households. Another approximately ~~230~~ 210 would be very low-income and ~~290~~ 385 would be low-income households.

As reported in Table 13, ABAG projects the number of St. Helena households will rise from ~~2,450~~ 2,400 in 2010 to ~~2,600~~ 2,500 in 2035, a net increase of ~~150~~ 100 households. The disparity between ABAG's population and household projection figures for St. Helena indicates an anticipation that, on average, households in the City will ~~decrease~~ increase slightly in size from the present average. In Napa County, ABAG projects the number of households will rise at an annual average growth rate of ~~0.6~~ 0.5 percent, which is ~~0.2~~ 0.1 percentage points higher than the projected population growth, for a total ~~8,180~~ 6,174 new households by 2035. In the Bay Area, ABAG projects an

⁷ California Department of Finance, Demographic Research Unit, Report P-1 (Age): State and County Population Projections by Major Age Groups, 2010-2060 (by decade), January 31, 2013.

annual average increase in households of 0.8 percent, which is also 0.1 percentage points higher than the projected population growth, for a total of approximately 580,300 new households by 2035. mirrors the anticipated increase in population.

Jobs

ABAG projects that the annual average job growth rate for St. Helena, reported in Table 13, will slightly exceed the City's projected population and household growth rates, meaning that the City's already high ratio of jobs to employed residents may well increase further.⁸ With an expected ~~0.4~~ 0.5 percent annual average growth rate in employment, the number of jobs will increase by ~~nearly 550~~ approximately 770 between 2010 and 2035. The greatest increases in jobs are projected in the "Health, Educational, and Recreational Services" sector, with ~~250~~ 230 new jobs by 2035, and the "Financial and Professional Services" sector with ~~130~~ 194 jobs by 2035.

In Napa County, ABAG projects an annual average employment growth rate of ~~just over 1~~ 0.8 percent, or approximately ~~23,200~~ 16,220 new jobs between 2010 and 2035. ~~The greatest employment increase for the County is anticipated in the "Health, Education and Recreational Services" sector, with 8,700 new jobs, followed by nearly 5,000 new jobs in the "Manufacturing, Wholesale and Transportation" sector. ABAG expects that employment in the latter industry sector will grow by only 50 jobs in St. Helena between 2005 and 2035. The greatest employment increase for the County is anticipated in three areas: the "Professional and Managerial Services" sector, with 4,040 new jobs; the "Health and Educational Services" sector, with 3,260 new jobs; and the "Arts, Recreation, and Other Services" sector, with 2,560 new jobs. In addition, the "Transportation and Utilities" sector is anticipated to have an annual average percentage increase in employment of 2.2 percent, or an increase of approximately 1,210 new jobs between 2010 and 2035. In contrast, ABAG expects that employment in the "Manufacturing and Wholesale" sector in Napa County will grow by only 30 jobs, and employment in the "Manufacturing, Wholesale, and Transportation" sector in St. Helena will grow by a mere 11 jobs between 2005 and 2035.~~

The projected Bay Area employment growth rate also exceeds the projected population and household growth rates, indicating a possible regional increase in the ratio of jobs to employed residents. The largest employment increases are expected in the "Construction," "Professional and Managerial Services," and "Health and Educational Services" sectors through 2035. As in St. Helena, the largest employment increases are expected in the "Health, Education and Recreational Services" and "Financial and Professional Services" sector through 2035.

⁸ ABAG utilizes the Subarea Allocation Model (SAM) to allocate job projections to the 1,405 Census tracts in the region. According to ABAG's website: "Employment is distributed to Census tracts according to a weighted combination of a tract's share of employment potential and its previous share of its zone's employment. Employment potential is indicated by the amount of land available for development as determined in the ABAG's land use database."

Summary

Between 2000 and ~~2008~~ 2010, St. Helena experienced a small loss in population and ~~modest~~ slight increase in household growth, with the local population decreasing by ~~0.4~~ 0.2 percent and the number of households increasing by ~~almost 1.5~~ 0.1 percent. This is in contrast to the nearly ~~20~~ 1.8 percent and ~~11~~ 1.1 percent increase in population and households, respectively, seen in St. Helena from 1990 to 2000. In Napa County and the Bay Area from 1990 to 2000, and 2000 to ~~2008~~ 2010, the population and households continually increased. St. Helena's decrease in population may reflect a trend in purchase of St. Helena homes for use as second homes.

The size of households in St. Helena rose from 1990 to 2000, before ~~a small drop~~ dropping between 2000 and ~~2008~~ 2010, while in both Napa County and the Bay Area the household size rose over both time periods. St. Helena's homeownership rate fell between 2000 and 2008, placing St. Helena further behind Napa County and the Bay Area.

By ~~2008~~ 2010, ~~decreases~~ increases in the median age in St. Helena, ~~coupled with increases in the median ages in~~ Napa County and the Bay Area, resulted in ~~only one~~ a three to four year difference between the median age in St. Helena (~~39.3~~ 42.9) and the median age in Napa County and the Bay Area (~~just over 38 years~~ 39.7 and 38.9, respectively). St. Helena maintained higher shares of residents in the 55 to 64, and 65 and Over age categories than both Napa County and the Bay Area in 2000 and ~~2008~~ 2010. However, the share and number of residents age 65 and over decreased in St. Helena between 1990 and ~~2008~~ 2010. Furthermore, the City of St. Helena had a lower percentage of residents in the 25 to 34 and 35 to 44 age categories than both Napa County and the Bay Area.

~~St. Helena residents have continually become wealthier. The percentage of St. Helena residents who have incomes of \$100,000 or more by 2012 is close to 38%, By 2008, while only 30~~ 34 percent of Napa County, and ~~35~~ 40 percent of Bay Area households have incomes of \$100,000 or more., ~~the St. Helena percentage is close to 40 percent.~~ In addition, the percentage of St. Helena households with incomes of less than \$25,000 fell from about 19 percent in ~~1999~~ 2000 to ~~14~~ 13 percent in ~~2008~~ 2012. St. Helena's median income of ~~\$79,200~~ \$71,100 in ~~2008~~ 2012 exceeds that of Napa County and the Bay Area, ~~\$67,400 and \$74,300, respectively.~~ \$69,000, and is less than the Bay Area at \$78,900.

In ~~both 2000 and 2007~~ and 2012, St. Helena had a ~~lower~~ higher unemployment rate than Napa County ~~and the Bay Area, a higher unemployment rate than the Bay Area in 2007, and the same unemployment rate as the Bay Area in 2012.~~ The greatest job concentration in St. Helena was in the "Manufacturing, Wholesale, and Transportation" sector, in both 2000 and ~~2005~~ 2010, ~~even though this sector experienced large job losses over the ten-year period.~~ However, the largest ~~increase~~ decrease in jobs within the City between 2000 and ~~2005~~ 2010 occurred in the "Health,

Educational, and Recreational Services” sector, which was nearly as large a decrease in jobs as the “Manufacturing, Wholesale, and Transportation” employment category in St. Helena. ~~in both years.~~

According to the Census ~~2000~~ 2006-2010 Transportation Planning Package (CTPP), most people who work in St. Helena commuted in from residences located outside of the City. Furthermore, ~~57~~ 53 percent of employed St. Helena residents commuted to jobs outside of the City. The ratio of jobs to employed residents confirms that St. Helena had approximately two jobs per employed resident in ~~2005~~ 2010. Therefore, even if all employed St. Helena residents worked in St. Helena, the City would still need in-commuters to fill approximately half of the local jobs. ABAG projects that the number of residents, households, and jobs in St. Helena will continue to grow at a conservative rate through 2035, with the annual average job growth rate slightly outpacing population and household growth rates.

Table 3: Population and Household Trends, 1990, 2000, and 2010

	1990	2000	2010	Average Annual Growth 1990-2000	Average Annual Growth 2000-2010	Percent Change 1990-2000	Percent Change 2000-2010
City of St. Helena							
Population	4,990	5,950	5,814	1.8%	-0.2%	19.2%	-2.3%
Households	2,138	2,380	2,401	1.1%	0.1%	11.3%	0.9%
Average Household Size	2.31	2.48	2.38	0.7%	-0.4%	7.4%	-4.0%
Household Type							
HH with Children (a)	26.9%	32.6%	28.9%				
HH without Children	73.1%	67.4%	71.1%				
Tenure							
Homeowners	60.3%	56.0%	55.4%				
Renters	39.7%	44.0%	44.6%				
Napa County							
Population	110,765	124,279	136,484	1.2%	0.9%	12.2%	9.8%
Households	41,312	45,402	48,876	0.9%	0.7%	9.9%	7.7%
Average Household Size	2.54	2.62	2.69	0.3%	0.3%	3.0%	2.7%
Household Type							
HH with Children (a)	33.3%	34.4%	33.8%				
HH without Children	66.7%	65.6%	66.2%				
Tenure							
Homeowners	64.5%	65.1%	62.6%				
Renters	35.5%	34.9%	37.4%				
Bay Area (b)							
Population	6,023,577	6,783,760	7,150,739	1.2%	0.5%	12.6%	5.4%
Households	2,246,242	2,466,019	2,608,023	0.9%	0.6%	9.8%	5.8%
Average Household Size	2.61	2.69 (c)	2.69	0.3%	0.0%	2.9%	-0.2%
Household Type							
HH with Children (a)	33.4%	34.7%	33.4%				
HH without Children	66.6%	65.3%	66.6%				
Tenure							
Homeowners	56.4%	57.7%	56.2%				
Renters	43.6%	42.3%	43.8%				

Notes:

(a) Households with children have at least one member under the age of 18.

(b) The Bay Area includes the following nine counties encompassed by the Association of Bay Area Governments (ABAG): Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma.

(c) The 2000 average household size for the Bay Area is a Claritas estimate.

Sources: Census 1990, 2000, and 2010.

Table 4: Age Distribution, 1990, 2000, and 2010

City of St. Helena						
Age Distribution	1990		2000		2010	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Under 18	1,065	21.3%	1,494	25.1%	1,280	22.0%
18-24	325	6.5%	383	6.4%	453	7.8%
25-34	659	13.2%	685	11.5%	629	10.8%
35-44	773	15.5%	877	14.7%	704	12.1%
45-54	546	10.9%	917	15.4%	805	13.8%
55-64	372	7.5%	566	9.5%	822	14.1%
65 and Over	1,250	25.1%	1,028	17.3%	1,121	19.3%
Total	4,990	100%	5,950	100%	5,814	100%
Median Age	40.8 (a)		39.9		42.9	

Napa County						
Age Distribution	1990		2000		2010	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Under 18	25,720	23.2%	29,998	24.1%	31,486	23.1%
18-24	10,244	9.2%	10,510	8.5%	12,023	8.8%
25-34	16,830	15.2%	15,562	12.5%	16,755	12.3%
35-44	17,697	16.0%	18,884	15.2%	17,851	13.1%
45-54	12,145	11.0%	18,392	14.8%	19,932	14.6%
55-64	9,790	8.8%	11,847	9.5%	17,843	13.1%
65 and Over	18,339	16.6%	19,086	15.4%	20,594	15.1%
Total	110,765	100%	124,279	100%	136,484	100%
Median Age	36.4 (a)		38.3		39.7	

Bay Area						
Age Distribution	1990		2000		2010	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Under 18	1,387,341	23.0%	1,601,858	23.6%	1,589,673	22.2%
18-24	620,499	10.3%	595,173	8.8%	641,008	9.0%
25-34	1,177,834	19.6%	1,120,919	16.5%	1,052,669	14.7%
35-44	1,040,415	17.3%	1,172,570	17.3%	1,065,647	14.9%
45-54	656,003	10.9%	964,638	14.2%	1,072,222	15.0%
55-64	476,007	7.9%	571,095	8.4%	851,291	11.9%
65 and Over	665,478	11.0%	757,507	11.2%	878,229	12.3%
Total	6,023,577	100%	6,783,760	100%	7,150,739	100%
Median Age	33.6 (a)		35.6 (a)		38.9 (b)	

Notes:

(a) 1990 median age estimates for the City of St. Helena, Napa County and the Bay Area, and the 2000 median age estimate for the Bay Area are Claritas estimates.

(b) 2010 median age for the Bay Area is an average of each county's median age.

Sources: Census 1990, and 2010 Census 2000, Claritas.

Table 5: Household Income Distribution, 2000 and 2012

Income Range	City of St. Helena			Napa County			Bay Area		
	2000 (est) (a)		Percent of Total	2012 (est) (b)		Percent of Total	2000 (est) (a)		Percent of Total
	Number	Percent		Number	Percent		Number	Percent	
Less than \$24,999	457	19.2%	12.8%	346	20.3%	15.2%	436,554	17.7%	15.8%
\$25,000 - \$49,999	572	24.1%	20.3%	550	27.7%	20.7%	537,483	21.8%	16.9%
\$50,000 - \$74,999	432	18.2%	17.7%	481	20.1%	17.8%	482,228	19.5%	15.5%
\$75,000 - \$99,999	386	16.2%	11.3%	306	13.3%	12.6%	347,356	14.1%	12.2%
\$100,000 or more	531	22.3%	37.9%	1,029	18.6%	33.7%	664,403	26.9%	39.5%
Total Households	2,378	100.0%	100%	2,712	100.0%	100%	2,468,024	100.0%	100%
Median Household Income (c)	\$81,831			\$71,118			\$87,428 (d)		

Notes:

- (a) 2000 figures are based on US Census Bureau, 2000 Decennial Census Counts.
- (b) 2012 figures are based on American Community Survey 5-year estimates for 2008-2012 and include income and benefits.
- (c) 2000 median household income is reported in inflation-adjusted 2012 dollars.
- (d) Median income for the Bay Area is a weighted average of the median household income of each of the nine counties.

Sources: 2000 Census; American Community Survey, 2008-2012.

Table 6: Household Income Categories, City of St. Helena, 2010

Income Categories	City of St. Helena				Napa County			
	Owner Occupied		Renter Occupied		Owner Occupied		Renter Occupied	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Extremely Low Income (Less than 30% of AMFI)	70	5.1%	155	12.9%	2,310	7.2%	3,290	19.1%
Very Low Income (30% to 50% of AMFI)	60	4.4%	155	12.9%	2,490	7.8%	3,180	18.5%
Low Income (50% to 80% of AMFI)	130	9.5%	265	22.1%	4,605	14.4%	3,620	21.1%
Moderate Income (80% to 100% of AMFI)	170	12.5%	180	15.0%	3,120	9.8%	2,075	12.1%
Above Median Income (Over 100% of AMFI)	930	68.1%	445	37.1%	19,470	60.9%	5,015	29.2%
Total Households	1,365	100%	1,200	100%	31,995	100%	17,185	100%

Note: Numbers may not add due to rounding.

Source: 2006-2010 CHAS dataset.

Table 7: Labor Force Trends, 2007 and 2012

	City of St. Helena		Napa County		Bay Area	
	2007	2012	2007	2012	2007	2012
Employed Residents	3,400	3,500	70,400	71,800	3,419,600	3,471,600
Unemployed Residents	200	300	3,100	6,100	161,300	315,200
Labor Force (a)	3,600	3,800	73,300	77,800	3,581,000	3,766,600
Unemployment Rate (b)	5.6%	8.4%	4.2%	7.8%	4.5%	8.4%

Notes:

(a) The labor force consists of the employed and unemployed residents combined.

(b) The unemployment rate is the percentage of the labor force that is unemployed.

Sources: EDD, 2014.

Table 8: Jobs by Industry, 2000 and 2010

Industry (a)	City of St. Helena				Napa County				Bay Area			
	2000		2010		2000		2010		2000		2010	
	Employed Workers	Percent of Total	Employed Workers	Percent of Total	Employed Workers	Percent of Total	Employed Workers	Percent of Total	Employed Workers	Percent of Total	Employed Workers	Percent of Total
Agriculture and Natural Resources Jobs (b)	364	6.5%	859	16.1%	3,088	4.7%	5,790	8.2%	24,468	0.7%	24,650	0.7%
Manufacturing, Wholesale, and Transportation Jobs (c)	1,517	27.1%	1,164	21.8%	14,688	22.1%	14,848	21.0%	863,410	23.0%	558,872	23.0%
Retail Jobs (d)	644	11.5%	805	15.1%	7,019	10.6%	6,415	9.1%	402,657	10.7%	335,934	10.7%
Financial and Professional Service Jobs (e)	881	15.7%	806	15.1%	8,632	13.0%	8,061	11.4%	851,630	22.7%	782,792	22.7%
Health, Educational, and Recreational Service Jobs (f)	1,469	26.2%	1,086	20.3%	24,148	36.4%	20,788	29.4%	1,055,978	28.1%	920,656	28.1%
Other Jobs (g)	728	13.0%	619	11.6%	8,778	13.2%	14,750	20.9%	555,207	14.8%	762,396	14.8%
Total	5,603	100%	5,339	100%	66,353	100.0%	70,651	100.0%	3,753,323	100%	3,385,300	100%

Notes:

- (a) Industry employment figures report the number of jobs in each geography, not the number of employed residents.
- (b) Includes North American Industrial Classification System sectors 11 and 21: Agriculture, Fishing, Forestry, and Mining.
- (c) Includes North American Industrial Classification System sectors 22, 31-33, 42, and 48-49: Utilities, Manufacturing, Wholesale, Transportation, and Warehousing.
- (d) Includes North American Industrial Classification System sectors 44 and 45: Retail Trade.
- (e) Includes North American Industrial Classification System sectors 52-56: Finance, and Insurance; Real Estate and Rental and Leasing; Professional, Scientific, and Technical Services; and Management of Companies and Enterprises, as well as Administrative Support, Waste Management, and Remediation Services.
- (f) Includes North American Industrial Classification System sectors 61, 62, 71, 72, and 81: Educational Services, Health Care and Social Assistance; Arts, Entertainment, and Recreation; Accommodation and Food Services; and Other Services.
- (g) Includes North American Industrial Classification System sectors 23, 51 and 92: Construction, Information, and Public Administration.

Source: ABAG Sustainable Communities Strategy Preferred Scenario, v20, May 24, 2013.

Table 9: Wages by Occupation, Napa County, First Quarter 2013

Occupation	Average Annual Wage
Food Preparation and Serving-Related Occupations	\$25,411
Building and Grounds Cleaning and Maintenance Occupations	\$31,273
Farming, Fishing, and Forestry Occupations	\$28,094
Personal Care and Service Occupations	\$28,865
Healthcare Support Occupations	\$35,876
Transportation and Material Moving Occupations	\$34,028
Office and Administrative Support Occupations	\$40,858
Sales and Related Occupations	\$43,076
Production Occupations	\$37,848
Arts, Design, Entertainment, Sports, and Media Occupations	\$51,270
Protective Service Occupations	\$44,014
Community and Social Services Occupations	\$51,668
Installation, Maintenance, and Repair Occupations	\$50,092
Construction and Extraction Occupations	\$54,140
Education, Training, and Library Occupations	\$58,016
Healthcare Practitioners and Technical Occupations	\$94,920
Architecture and Engineering Occupations	\$80,844
Computer and Mathematical Occupations	\$75,089
Business and Financial Operations Occupations	\$72,746
Life, Physical, and Social Science Occupations	\$77,865
Legal Occupations	\$71,648
Management Occupations	\$112,951
Average all Occupations	\$48,876

Sources: California Employment Development Department, 2014.

Table 10: St. Helena Workers by Place of Residence, 2010

	<u>Number of workers</u>	<u>Percent</u>
Workers Employed in St. Helena (a)	5,605	100.0%
Workers Commuting into St. Helena	4,375	78.1%
<i>Detailed Place of Residence for Workers Commuting Into St. Helena</i>		
	<u>Number of workers</u>	<u>Percent of workers Employed in St. Helena</u>
Live in Napa County	4,345	77.5%
<i>St. Helena</i>	<i>1,230</i>	<i>21.9%</i>
<i>Napa</i>	<i>1,690</i>	<i>30.2%</i>
<i>Calistoga</i>	<i>255</i>	<i>4.5%</i>
<i>Angwin</i>	<i>165</i>	<i>2.9%</i>
<i>Yountville</i>	<i>65</i>	<i>1.2%</i>
<i>Remainder of County</i>	<i>940</i>	<i>16.8%</i>
Live in Sonoma County	475	8.5%
<i>Santa Rosa</i>	<i>175</i>	<i>3.1%</i>
<i>Remainder of County</i>	<i>300</i>	<i>5.4%</i>
Live in Lake County	230	4.1%
<i>Hidden Valley Lake</i>	<i>110</i>	<i>2.0%</i>
<i>Remainder of County</i>	<i>120</i>	<i>2.1%</i>
Live in Solano County	325	5.8%
<i>Vallejo</i>	<i>70</i>	<i>1.2%</i>
<i>Remainder of County</i>	<i>255</i>	<i>4.5%</i>
Live Elsewhere in California	230	4.1%

Note:

(a) Table excludes a small number of workers who commute into St. Helena from out of the state.

Sources: Census 2006-2010 Transportation Planning Package, 2014.

Table 11: St. Helena Residents by Place of Work, 2010

	<u>Number</u>	<u>Percent</u>
Employed St. Helena Residents (a)	2,591	100.0%
Workers Commuting out of St. Helena	1,361	52.5%
<i>Detailed Place of Work for Workers Commuting Out of St. Helena</i>		
	<u>Number</u>	<u>Percent of Employed St. Helena Residents</u>
Work in Napa County	2,209	85.3%
<i>St. Helena</i>	<i>1,230</i>	<i>47.5%</i>
<i>Remainder of County</i>	<i>724</i>	<i>27.9%</i>
<i>Angwin</i>	<i>30</i>	<i>1.2%</i>
<i>Napa</i>	<i>150</i>	<i>5.8%</i>
<i>Calistoga</i>	<i>45</i>	<i>1.7%</i>
<i>Yountville</i>	<i>30</i>	<i>1.2%</i>
Worked Outside Napa County	382	14.7%
Worked Outside California	-	0.0%

Sources: 2006-2010 American Community Survey 5-Year
 Estimates; Census 2006-2010 Transportation Planning Package.

Table 12: Ratio of Jobs to Employed Residents, 2000 and 2010

Community	2000					2010				
	Population	Employed Residents	Employed Residents/Population	Jobs	Jobs/Employed Residents	Population	Percent Change 2000-2010	Jobs	Percent Change 2000-2010	Employed Residents
Napa County	124,279	59,886	0.48	66,353	1.11	136,484	9.8%	70,651	6.5%	58,927
American Canyon	9,846	4,339	0.44	1,933	0.45	19,454	97.6%	2,918	51.0%	5,300
Calistoga	5,190	2,431	0.47	2,712	1.12	5,155	-0.7%	2,218	-18.2%	2,176
Napa City	72,964	35,341	0.48	32,950	0.93	76,915	5.4%	33,949	3.0%	34,689
St. Helena	5,951	2,864	0.48	5,603	1.96	5,814	-2.3%	5,339	-4.7%	2,806
Yountville	3,297	1,015	0.31	1,897	1.87	2,933	-11.0%	1,602	-15.6%	911
Unincorporated	27,031	13,896	0.51	21,259	1.53	26,213	-3.0%	24,627	15.8%	13,046

Source: ABAG Sustainable Communities Strategy Preferred Scenario, v20, May 24, 2013.

Table 13: ABAG Population, Household, and Employment Projections

	2010	2015	2020	2025	2030	2035	Average Annual Percent Change 2010-2035
City of St. Helena							
Population	5,814	5,900	6,000	6,100	6,100	6,200	0.3%
Households	2,401	2,420	2,450	2,480	2,490	2,500	0.2%
Employment	5,339	5,590	5,860	5,910	5,970	6,110	0.5%
Agriculture and Natural Resources	859	878	896	901	905	946	0.4%
Manufacturing, Wholesale and Transportation	1,164	1,200	1,237	1,212	1,188	1,175	0.0%
Retail	805	833	862	865	868	877	0.3%
Financial and Professional Services	806	860	918	942	968	1,000	0.9%
Health, Education and Recreational Services	1,086	1,149	1,215	1,245	1,276	1,316	0.8%
Other jobs (a)	619	671	727	742	756	777	0.9%
Napa County							
Population	136,484	140,300	144,200	148,600	153,100	158,400	0.6%
Households	48,876	50,100	51,370	52,560	53,840	55,050	0.5%
Employment	70,660	75,700	81,240	82,740	84,300	86,880	0.8%
Agriculture and Natural Resources	5,790	5,920	6,050	6,070	6,090	6,380	0.4%
Construction	2,730	3,750	4,930	5,160	5,400	5,710	
Manufacturing and Wholesale	13,210	13,600	13,960	13,680	13,400	13,240	0.0%
Retail	6,410	6,710	7,020	7,060	7,090	7,180	0.5%
Transportation and Utilities	1,650	2,090	2,600	2,670	2,740	2,860	2.2%
Information	660	660	660	660	660	660	0.0%
Financial and Leasing	2,410	2,510	2,580	2,590	2,590	2,600	0.3%
Professional and Managerial Services	5,650	6,660	7,870	8,410	8,980	9,690	2.2%
Health and Educational Services	9,110	9,890	10,770	11,250	11,750	12,370	1.2%
Arts, Recreation and Other Services	11,680	12,420	13,220	13,520	13,830	14,240	0.8%
Government	11,360	11,490	11,580	11,670	11,770	11,950	0.2%
Bay Area							
Population	7,150,739	7,461,400	7,786,800	8,134,000	8,496,800	8,889,000	0.9%
Households	2,608,023	2,720,410	2,837,680	2,952,910	3,072,920	3,188,330	0.8%
Employment	3,385,300	3,669,990	3,987,150	4,089,320	4,196,580	4,346,820	1.0%
Agriculture and Natural Resources	24,640	25,180	25,690	24,800	23,940	23,330	-0.2%
Construction	142,350	168,380	197,560	203,280	209,150	217,080	1.7%
Manufacturing and Wholesale	460,170	473,360	486,720	476,580	467,010	461,330	0.0%
Retail	335,930	352,550	370,260	372,210	374,060	379,210	0.5%
Transportation and Utilities	98,710	108,320	119,080	120,650	122,090	124,760	0.9%
Information	121,070	134,550	149,640	150,890	152,130	154,720	1.0%
Financial and Leasing	186,070	204,730	225,520	226,770	227,680	230,880	0.9%
Professional and Managerial Services	596,740	678,230	771,560	814,300	859,260	914,710	1.7%
Health and Educational Services	447,720	497,070	553,680	584,230	616,620	656,290	1.5%
Arts, Recreation and Other Services	472,930	519,020	570,160	589,000	608,420	633,960	1.2%
Government	498,970	508,600	517,280	526,610	536,220	550,550	0.4%

Notes:

(a) Includes North American Industrial Classification System sectors 23, 51 and 92: Construction, Information, and Public Administration.

Source: ABAG Plan Bay Area Projections 2013; ABAG Sustainable Communities Strategy Preferred Scenario, v20, May 24, 2013.

Housing Conditions

The following section details the housing conditions in St. Helena and, where available, compares the data to Napa County and the Bay Area. Data sources include the 2000 Census, ~~2007~~ 2008 - 2012 American Community Survey, California Department of Finance (DoF), U.S. Department of Housing and Urban Development (HUD) including the Comprehensive Housing Affordability Strategy (CHAS) dataset, and the California Department of Housing and Community Development (HCD). Claritas Inc., and Dataquick, a private real estate transactions data vendor. Property owners and managers of local residential apartment complexes were also interviewed for information regarding residential rental market conditions.

Existing Housing Conditions

Housing Stock Characteristics

Table 14 reports the distribution of housing units by type for St. Helena, Napa County, and the Bay Area. In St. Helena between 2000 and ~~2008~~ 2010, the total number of detached single-family units increased by approximately ~~50~~ 133 units, while the number of attached single-family units ~~remained relatively constant~~ declined by 63. Overall, St. Helena had about ~~40~~ 68 more units in ~~2008~~ 2010 than in 2000, due to ~~some losses~~ an increase in detached single family homes ~~mobile homes~~. The overall increase in housing units represents a ~~1.43~~ percent increase in the quantity of housing in St. Helena between 2000 and ~~2008~~ 2010. In Napa County and the Bay Area, the number of housing units increased by ~~ten~~ 13 percent (4,700 6,302 units) and ~~five~~ 2 percent (~~128,000~~ 235,448 units), respectively, over the same time period, greatly surpassing the housing growth rate in St. Helena.

St. Helena and Napa County ~~has~~ have a higher share of single-family homes relative to the Bay Area ~~St. Helena~~, about 70 percent and 74 percent of total units, respectively, in 2010 to the Bay Area's ~~66 63 percent of total units respectively in 2008~~, and a higher share of mobile homes, around 9 6 to 7 percent compared to 6 2 percent. Furthermore ~~Overall~~, St. Helena and the County ~~have a smaller proportion of multifamily units than the County. However, St. Helena~~ exhibits a higher proportion of multifamily units in structures with five or more units (19 percent in ~~2008~~ 2010) compared to the County's ~~ten~~ 12 percent. This percentage was still low by regional standards, with 25 percent of Bay Area housing stock in structures with five or more units.

Age of Housing Stock

Based on data from the ~~2000 Census~~ 2008-2012 American Community Survey reported in Table 15, ~~Napa County and the Bay Area~~ had ~~has~~ a slightly older housing stock relative to St. Helena and Napa County. Approximately ~~32~~ 38 percent of St. Helena and Napa County's housing units were

built ~~between~~ after 1980 ~~and 2000~~, which surpassed the ~~28~~ 31 percent in ~~Napa County and 24 percent~~ in the Bay Area. In addition, approximately ~~54~~ 45 percent of the housing stock in Napa County and ~~52~~ 47 percent in the Bay Area were constructed between 1950 and 1979. In St. Helena, only ~~44~~ 38 percent of the housing units were built in that time period. St. Helena and the Bay Area had slightly higher proportions of historic homes, with 24 and 23 percent of housing units in both areas built prior to 1950, respectively, compared to ~~49~~ 16 percent in Napa County.

Occupancy Rates

In St. Helena, the overall housing vacancy rate reached ~~12~~ 7.8 percent in ~~2000~~ 2012 according to the ~~2000 Census~~ 2008-2012 American Community Survey (ACS) and as shown in Table 16. Homes kept for seasonal, recreational, or occasional use accounted for about ~~14~~ 97 units, or ~~one-third~~ about 45 percent of total vacant units. These units for seasonal, recreational, or occasional use also represented over ~~4~~ 3 percent of all housing units in the City.⁹ In Napa County, units for seasonal, recreational, or occasional use represented approximately ~~3~~ 5 percent of total housing units, nearly one-half of residential vacancies. In the Bay Area, the vacancy rate was significantly lower, at ~~3-4~~ 6.9 percent, with one percent of homes vacant because of seasonal, recreational, or occasional use. Overall, after controlling for excluding vacancies due to seasonal, recreational, or occasional uses, the vacancy rate in St. Helena was nearly 8 ~~4.5~~ percent. This was significantly higher ~~lower than in~~ Napa County or the Bay Area, where the comparable figures were ~~close to~~ 3 ~~6~~ percent for both areas.

Vacant for-sale units represented ~~3-7~~ 2.4 percent of total units in St. Helena, which was higher than vacant for-rent units at approximately ~~1-8~~ 1.2 percent of total units. These percentages represent ~~nearly 50~~ 34 vacant rental units and ~~close to 100~~ 72 vacant for-sale units in St. Helena. These figures compare to ~~14~~ 97 vacant units in the City for seasonal, recreational or occasional use. Based on anecdotal information, the number of housing units within St. Helena used for seasonal, recreational, or occasional use may be considerably higher than reported by the American Community Survey.

A comparison of ~~2000 Census~~ 2012 ACS data with ~~1990~~ 2000 Census data revealed that the overall vacancy rate in ~~1990~~ 2000 was ~~about 10~~ 12 percent, which is about ~~two~~ four percent ~~lower~~ higher than in ~~2000~~ 2012. One of the major reasons for the higher overall vacancy rate is that in ~~1990~~ 2000 St. Helena had ~~50~~ 152 vacant units for seasonal, recreational, or occasional use, but by ~~2000~~ 2012, the number had ~~risen~~ fallen to ~~more than 110~~ 97 vacant units.

⁹ The census defines seasonal, recreational or occasional use as “housing units including vacant units used or intended for use only in certain seasons, for weekends, or other occasional use throughout the year. Interval ownership units, sometimes called shared ownership or timesharing condominiums are included in this category.” <http://www.census.gov/prod/cen2000/dp1/2kh00.pdf> Accessed on ~~December 17, 2008~~ February 7, 2014.

DoF also provides overall annual housing vacancy rate estimates, although DoF's data do not detail the composition of vacant units. DoF vacancy estimates for 2008 parallel the 2000 Census figures; with about a 12 percent overall vacancy rate in St. Helena and a 6 percent vacancy rate in Napa County.

In the real estate industry, a five percent residential vacancy rate is considered an indicator of a healthy housing market, with a reasonable balance between supply and demand. The 2000 2012 data indicate that, after setting aside the units held vacant for seasonal or vacation use, St. Helena's vacancy rate was above at industry standards for a balanced market. Absent more detailed data, it is difficult to tell if the 2008 overall vacancy rate is due to a large number of units held vacant for seasonal, recreational or occasional use, or due to other factors affecting demand for permanent housing. Based on anecdotal information, the former may be more likely as City staff and members of the Housing Element Steering Committee think the number of homes for seasonal, recreational, or occasional use, i.e. second homes, has increased within the community since 2000.

Overcrowding

The U.S. Census defines overcrowding as more than one person per room in a given housing unit,¹⁰ and Table 17 details overcrowding by income category and tenure. The 2000-Census 2006-2010 CHAS dataset provides the information on persons per room. As of 20002010, more than 93 95 percent of St. Helena housing units had less than one person per room, leaving slightly over 6.5 less than 5 percent of the units with overcrowded conditions. Of the 158 125 households living in overcrowded conditions, only 10 30 were owner households and the remainder were renters.

Among extremely low-income and very low-income households, there were no households living in overcrowded conditions. only 4 households (0.2 percent of total households) lived in overerowed conditions, and they were all renters. In the very low-income category, the number of households living in overerowed conditions increased to 29 (1.2 percent of total households) and again only represented renters. In the low-income category, owner and renter households endured overcrowded conditions, with 10 20 owner households (0.4 5.6 percent of total households) and 55 50 renter households (2.3 13.9 percent of total households) having more than one person per room. Finally, the moderate and above income category had a total of 10 owner households (0.6 percent of total households) and 60-44 renter households (2.9 percent of total households) living in overcrowded conditions (2.5 percent of total households).

¹⁰ According to the U.S. Census, a room includes all "whole rooms used for living purposes... including living rooms, dining rooms, kitchens, bedrooms, finished recreation rooms, enclosed porches suitable for year-round use, and lodgers' rooms. Excluded are strips or pullman kitchens, bathrooms, open porches, balconies, halls or foyers, half-rooms, utility rooms, unfinished attics or basements, or other unfinished space used for storage. A partially divided room is a separate room only if there is a partition from floor to ceiling, but not if the partition consists solely of shelves or cabinets."

Housing Cost Burden

Table 18 presents household income limits, as defined by HUD, and estimates of housing cost burden based on the ~~2000-2006-2010 Comprehensive Housing Affordability Strategies (CHAS)~~ database from HUD. Income limits are defined relative to the Area Median Family Income (AMFI) for Napa County. In addition, housing cost burden refers to the share of a household's income spent on housing costs. All households experience some level of housing cost burden, but households paying between 30 and 50 percent of their income for housing experience "excessive" housing cost burden. The housing cost burden qualifies as "severe" at levels above 50 percent of household income.¹¹

In ~~2000~~2010, St. Helena households with a housing cost burden of less than 30 percent of their income represented around ~~68~~ 62 percent of all households in St. Helena, meaning these households had a manageable housing cost burden. Of the remaining households, approximately 17 percent had excessive cost burdens and ~~15~~ 21 percent had severe housing cost burdens. Overall, the incidence of excessive and severe housing cost burdens was greater among renter households, but the severity of the housing cost burden varied by income level and among owners versus renters.

Of the ~~266~~ 230 extremely low-income households (less than 30 percent AMFI) in St. Helena, around 34 percent of renter-occupied households have a housing cost burden less than 30 percent, but ~~nine~~ 7 percent and 57 percent of renter-occupied households, and ~~58 percent~~, respectively, have excessive and severe housing cost burdens. Notably, in the extremely low-income category, the total number of owner-occupied households (70), experienced severe housing cost burdens. Of all of the income categories, extremely low-income households are the most likely among renters to experience severe housing cost burden (~~93~~ 130 households).

In the case of very low-income households (30 to 50 percent of AMFI), a much higher percentage of households (46 26 percent), had housing cost burdens of less than 30 percent of household income compared to extremely low-income households. In addition, ~~just over 20~~ 42 percent and ~~34~~ 35 percent of households had excessive and severe housing cost burdens, respectively. More very low-income renter households (~~almost 80~~ 115 households) than owner households (40 50 households) had excessive or severe housing cost burdens.

Among low-income households (50 to 80 percent of AMFI), ~~60~~ 43 percent of households had housing cost burdens of less than 30 percent. In ~~2000-2010~~, there were ~~70~~ 155 low-income renter

¹¹ U.S. Department of Housing and Urban Development Office of Policy Development and Research. "Affordable Housing Needs: A Report to Congress on the Significant Need for Housing." 2003. <http://www.huduser.org/Publications/pdf/AffHsgNeedsRpt2003.pdf>. Accessed on November 27, 2007. 2003 <http://www.huduser.org/Publications/pdf/AffHsgNeedsRpt2003.pdf>. Accessed February 7, 2014.

households and 85 70 low-income owner households with excessive or severe housing cost burdens.

For households in the moderate and above category, about 79-80 percent had housing cost burdens of less than 30 percent. While the percentage of renter households with severe or excessive housing cost burdens equaled about 2-5 8 percent of all moderate and above income households, the percentage of owners with severe or excessive housing cost burdens totaled almost 18-5 13 percent of this income category. Thus, a ~~very~~ smaller number of this income category's renter households had excessive (3980) or severe (050) housing cost burdens, but among owner households, significantly higher numbers had excessive (225165) and severe (6555) housing cost burdens.

Overall, as the income category rises from extremely low-income to moderate-income and above, the numbers and percentages of renter households that experienced excessive or severe housing cost burdens ~~fell varied~~. ~~The same relationship, however, did not apply to owner households. The number of owner households with excessive and severe housing cost burdens varied with each income category and~~ Extremely low income renters had the highest share of excessive housing costs, while very low income renters had the highest share of severe housing cost burdens. Among owner households, the highest incidence of excessive and severe housing cost burdens occurred in owner households with extremely low incomes. Therefore, rental subsidies and owner assistance are most crucial for St. Helena households with the lowest incomes, ~~while the need for assistance among owner households crosses all income categories.~~

Physical Housing Conditions

In general, the condition of the housing stock in St. Helena is good. This is primarily due the high value of residential property, recent new construction, and minor to extensive remodeling which has been performed within the last ten years. Property owners are motivated to keep housing in good condition because of the high value of houses and rents.

There are scattered areas where housing condition can be an issue. City staff estimates approximately 2 percent of the single family houses and 1 percent of multi-family units are in need of replacement. These units have improvement costs that exceed the estimated replacement cost. Approximately 4 percent of single family houses and 2 percent of multifamily units are in need of significant rehabilitation, which is defined as having major deficiencies that may require immediate repair. About 5 percent of the housing stock is in need of limited rehabilitation. These structures exhibit minor repair need and are not considered to have major safety issues. Housing conditions are quantified in Table 19.

"At Risk" Units

State law requires an analysis of the risk of conversion of affordable housing to market-rate housing within the next ten years. Since at least one St. Helena housing complex was identified as at-risk, this section estimates the costs to preserve this complex as affordable housing, or develop replacement affordable housing. The 2009 Housing Element identified one affordable housing complex, the Woodbridge Apartments, as at-risk for losing its federal subsidies. In 2013, the City worked with the property owners and CalHFA to re-finance and renovate 50 units of affordable housing. Through this effort the Woodbridge Apartment Complex will continue to offer regulated affordable housing through November 2032.

The California Housing Partnership (CHPC) provides information on affordable housing developments subsidized through the U.S. Department of Housing and Urban Development (HUD), the U.S Department of Agriculture, the Low Income Housing Tax Credit Program, and public housing. CHPC does not identify any affordable housing developments with subsidies expiring during the 2015-2023 planning period over the next ten years.¹²

Inventory of At-Risk Units and Conversion Risk Assessment

HUD's 2008 inventory of Multifamily Assistance and Section 8 contracts indicates that the 50-unit Woodbridge Apartments are at risk of conversion due to the expiration of their Section 8 contract on May 11, 2018.¹³

Replacement and Preservation Costs

Table 18 summarizes the cost to replace or preserve the Woodbridge Apartments. Appendix B, Appendix C, and Appendix D provide detailed information on the calculations presented in Table 18.

The net cost per unit of preserving Woodbridge as an affordable complex through acquisition by an affordable housing developer is approximately \$78,300 ~~78,800~~, given that a subsidy of about \$3,960,000 would be required to bridge the gap between the total capitalized value of the property (based on market rate rents) and the maximum supportable mortgage of the Woodbridge Apartment Complex (based on affordable rents). This estimate of preservation costs only covers the acquisition costs, and therefore any necessary improvements would require additional subsidy.

If the Woodbridge Apartments convert to market rate, replacement of the complex would cost around \$266,000 per unit, based upon average total cost information from recent affordable

¹² California Housing Partnership website, <http://www.chpc.net/preservation/MappingWidget.html>. Accessed March 31, 2014-April 14, 2015.

¹³ HUD, <http://www.hud.gov/offices/hsg/mfh/exp-mfhdisel.cfm>. Accessed on September 17, 2008.

housing complexes built in Napa County by Napa Valley Community Housing, Mid-Peninsula Housing Coalition, and Calistoga Affordable Housing Inc. However, given that the occupants of these units would pay rent that would help to offset the development costs of these units, the net cost to build these affordable units is \$195,900 per unit.

The third option for preserving these units as affordable is through direct rental subsidy commitments whereby the difference between the market rents and affordable rents would be subsidized if Woodbridge Apartments became a market rate complex. Rent subsidies would cost around \$42,000 per unit in 2008 dollars over 20 years. Under current conditions, both preservation options are less expensive than new construction, but a more in-depth analysis will be necessary in 2018 if and when the Woodbridge Apartments decides to opt out of the Section 8 program when its current contract expires. Since conversion will not occur earlier than 2018, after the end of the 2009 Housing Element Update's 5-year planning period, the Implementation Action in the Housing Element Policy Document calls for "monitor[ing] the Woodbridge Apartments and establish[ing] a funding plan in anticipation of either preserving or replacing the 50 units of affordable housing in 2018 when the Section 8 contract for Woodbridge expires."

Entities Qualified to Preserve At-Risk Units

Appendix E lists the organizations approved by HCD as qualified entities to purchase units at-risk of conversion in Napa County, pursuant to Government Code Section 65863.11.¹⁴ While any organization can purchase an at-risk unit, when a qualified entity makes an offer they "have a right of first refusal to submit a counteroffer that meets the terms and conditions of any other pending offer for an additional 180 days."¹⁵ Therefore, qualified entities have an advantage over other organizations when bidding on affordable housing units at risk of conversion to market rates.

Financing and Subsidy Resources

The County has access to several financial resources that could be leveraged to assist in covering the cost of preservation of affordable housing units. These include local resources like the City of St. Helena Housing Trust Fund, State and Federal housing grant programs, Low Income Housing Tax Credits (LIHTC), and HUD Section 8 Vouchers.

¹⁴ California Department of Housing and Community Development. <http://www.hcd.ca.gov/hpd/hrc/tech/presrv/hpd00-01.xls>. Accessed on September 17, 2008 February 7, 2014.

¹⁵ California Department of Housing and Community Development. "Building Blocks for Effective Housing Elements Housing Programs: Preserve Units At Risk of Conversion to Market Rate Uses" www.hcd.ca.gov/housingelement. Accessed on September 17, 2008 February 7, 2014.

Table 14: Housing Stock Characteristics, 2000 and 2010

Units in Structure	St. Helena				Napa County				Bay Area			
	2000		2010		2000		2010		2000		2010	
	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total
Detached Single Family	1,644	60.7%	1,777	64.0%	32,569	67.1%	37,509	68.5%	1,376,911	53.9%	1,496,701	53.8%
Attached Single Family	215	7.9%	152	5.5%	3,215	6.6%	2,827	5.2%	224,837	8.8%	256,951	9.2%
2 to 4 units	210	7.8%	169	6.1%	3,637	7.5%	4,084	7.5%	266,321	10.4%	277,705	10.0%
5 or more units	478	17.7%	525	18.9%	5,204	10.7%	6,558	12.0%	623,345	24.4%	692,915	24.9%
Mobile Homes	161	5.9%	153	5.5%	3,832	7.9%	3,781	6.9%	57,129	2.2%	59,719	2.1%
Total Units	2,708	100%	2,776	100%	48,457	100%	54,759	100%	2,548,543	100%	2,783,991	100%

Sources: Census 2000, Department of Finance, 2010.

Table 15: Housing Stock by Year Built, 2012

Year Structure Built	St. Helena		Napa County		Bay Area	
	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total
2010 or later	0	0.0%	114	0.2%	4,939	0.2%
2000 to 2009	258	8.8%	7,157	13.1%	245,284	8.8%
1990 to 1999	484	16.5%	6,354	11.6%	252,259	9.1%
1980 to 1989	379	12.9%	7,441	13.6%	345,715	12.4%
1970 to 1979	623	21.2%	10,119	18.5%	500,314	18.0%
1960 to 1969	217	7.4%	7,163	13.1%	404,333	14.5%
1950 to 1959	263	8.9%	7,538	13.8%	395,715	14.2%
1940 to 1949	124	4.2%	3,673	6.7%	206,016	7.4%
1939 or earlier	592	20.1%	5,080	9.3%	428,782	15.4%
Total Units	2,940	100%	54,639	100%	2,783,357	100%

Source: 2008-2012 American Community Survey 5-year estimates.

Table 16: Housing Occupancy and Vacancy Status, 2012

Housing Units	St. Helena		Napa County		Bay Area	
	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total
Occupied Housing Units	2,712	92.2%	49,209	90.1%	2,592,145	93.1%
Vacant Housing Units	228	7.8%	5,430	9.9%	191,212	6.9%
For rent	34	1.2%	1,127	2.1%	50,767	1.8%
Rented, not occupied	0	0.0%	105	0.2%	10,600	0.4%
For sale only	72	2.4%	898	1.6%	25,361	0.9%
Sold, not occupied	0	0.0%	254	0.5%	8,689	0.3%
For seasonal, recreational or occasional use	97	3.3%	2,480	4.5%	34,963	1.3%
Migrant Labor Housing	0	0.0%	0	0.0%	249	0.0%
Other Vacant (a)	25	0.9%	566	1.0%	566	0.0%
Total Units	2,940	100%	54,639	100%	2,783,357	100%

Notes:

(a) If a vacant unit does not fall into any of the classifications specified above, it is classified as "other vacant." For example, this category includes units held for occupancy by a caretaker or janitor, and units held by the owner for personal reasons.

Source: 2008-2012 American Community Survey 5-year estimates.

Table 17: Overcrowding by Income Category and Tenure, St. Helena, 2010

Persons Per Room (a)	All Income Levels		Extremely Low Income (less than 30% of AMFI)		Very Low Income (30% to 50% of AMFI)		Low Income (50% to 80% of AMFI)		Moderate and Above (Over 80% of AMFI)	
	Number	Percent of Total Households	Number	Percent of Total Households	Number	Percent of Total Households	Number	Percent of Total Households	Number	Percent of Total Households
Owner Occupied										
1.00 Person or less	1,340	52.3%	70	27.5%	60	28.6%	110	30.6%	1,090	69.7%
1.01 - 1.50 Persons	20	0.8%	0	0.0%	0	0.0%	20	5.6%	0	0.0%
1.51 Persons or More	10	0.4%	0	0.0%	0	0.0%	0	0.0%	10	0.6%
Subtotal: Owner-Occupied	1,365	53%	80	31.4%	85	40.5%	160	44.6%	1,010	64.6%
Renter Occupied										
1.00 Person or less	1,100	43.0%	155	60.8%	155	73.8%	215	59.9%	580	37.1%
1.01 - 1.50 Persons	15	0.6%	0	0.0%	0	0.0%	10	2.8%	4	0.3%
1.51 Persons or More	80	3.1%	0	0.0%	0	0.0%	40	11.1%	40	2.6%
Subtotal: Renter Occupied	1,195	47%	175	68.6%	125	59.5%	199	55.4%	554	35.4%
Total Households	2,560	100%	255	100%	210	100.0%	359	100.0%	1,564	100.0%

Notes:

(a) Overcrowding is defined as more than one person per room. Severe overcrowding is defined as more than 1.5 persons per room.

(b) Numbers may not add up due to HUD rounding.

Source: 2006-2010 CHAS dataset.

Table 18: Housing Cost Burden, City of St. Helena, 2010

	All Income Levels		Extremely Low-Income (Less than 30% of AMFI)		Very Low-Income (30% to 50% of AMFI)		Low-Income (50% to 80% of AMFI)		Moderate and Above (Over 80% of AMFI)	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Owner Households										
With 0% to 30% Housing Cost Burden	950	37.0%	0	0.0%	15	7.0%	60	15.2%	875	50.7%
With 30% to 50% Housing Cost Burden	220	8.6%	0	0.0%	20	9.3%	25	6.3%	165	9.6%
With 50% or Greater Housing Cost Burden	195	7.6%	70	30.4%	30	14.0%	45	11.4%	55	3.2%
Subtotal: Owner-Occupied Households	1,365	53.2%	70	30.4%	60	30.2%	130	32.9%	1,100	63.5%
Renter Households										
With 0% to 30% Housing Cost Burden	645	25.1%	10	4.3%	40	18.6%	110	27.8%	500	29.0%
With 30% to 50% Housing Cost Burden	205	8.0%	15	6.5%	70	32.6%	40	10.1%	80	4.6%
With 50% or Greater Housing Cost Burden	345	13.5%	130	56.5%	45	20.9%	115	29.1%	50	2.9%
Subtotal: Renter-Occupied Households	1,200	46.6%	155	67.4%	155	72.1%	265	67.1%	625	36.5%
Total Households	2,565	100%	230	98%	215	102%	395	100%	1,725	100%

(a) Figures reported above are based on the HUD-published CHAS data, derived from the 2006-2010 American Community Survey. CHAS household income categories reflect HUD-defined household income limits in HUD-specified geographic areas. Cost burden is the ratio of housing costs to household income. A household is considered cost-burdened if monthly housing costs (including utilities) exceed 30% of monthly income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs" which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. Numbers may not add up due to HUD rounding of published data.

Sources: CHAS 2006-2010, huduser.org, 2013.

Table 19: Housing Conditions Survey Results for St. Helena, February 2014

Housing Type	Existing Units (a)	Need for Replacement (b)	Need for Significant Rehabilitation (c)	Need for Limited Rehabilitation (d)
Single Family Units	2,372	47	95	142
Multi-family Units	568	6	11	17
Total	2,940	53	106	159
% of Total Units	100%	2%	4%	5%

Notes:

(a) 2008-2012 American Community Survey 5-Year Estimates. Single family units include attached and detached units and mobile homes.

(b) Replacement need is defined as having improvement cost that exceeds estimated replacement cost.

(c) Significant rehabilitation is defined as having major deficiencies that may require immediate repair.

(d) Limited rehabilitation is defined as structures exhibiting minor repair need and are not considered to exhibit major safety issues.

Sources: 2008-2012 American Community Survey 5 Year Estimates; City of St. Helena, 2014.

Housing Market Conditions

This section provides information on the private housing market in St. Helena and assesses the market's ability to accommodate the housing needs of local residents. Data on recent home sales and rental rates form the basis of an analysis of the level of income required to afford housing in St. Helena.

For-Sale Housing

Table 20 supplies detailed information on recent single-family home sales in St. Helena, as well as estimates of household income levels required to afford units at the reported minimum sales prices. Of the ~~39~~ 77 reported single family sales between August 2007 and August 2008 in 2013, 14-36 (about ~~36~~ 47 percent) involved sale prices over \$1,000,000. Furthermore, only ~~one~~ 5 single family homes sold for a price below \$600,000 during that time period. Overall, the median single family housing price over the past year was \$872,500 \$960,000 in St. Helena.

Table 21 shows similar data for single condominium sales in St. Helena in 2013. There were 11 condominium sales, ranging in sales price from a low of \$369,000 to a maximum of \$825,000., with a median sales price of \$420,000. Five of the condominiums were three-bedroom units, five were two-bedroom unit, and one was a one-bedroom unit.

Table 20 also shows that in order to afford the lowest-priced single family home in St. Helena, a household must typically have a minimum income of approximately \$107,200 \$83,000. Table 21 shows that a household income of approximately \$79,000 is required to buy the lowest-priced condominium. This is far more than the St. Helena median income in 2012 of \$79,200 \$71,118 reported in Table 5. The necessary household income to afford the lowest-priced home also requires, in most cases, two annual salaries, as reported in Table 8. The minimum annual household income requirement estimates are based on the assumption of a standard 30-year fixed rate mortgage with a 20 percent downpayment, a ~~six~~ 4.6 percent interest rate, annual property tax rate of ~~1-16~~ 1.08 percent, and an annual hazard insurance cost of ~~0-22~~ 0.20 percent of the home value. These values represent the market conditions at one given point in time and will change as local and national economic conditions fluctuate.¹⁶

Affordable Home Purchase Prices

Table 22 examines affordability in a different way. Instead of presenting the income required to buy a market rate house in St. Helena, Table 22 examines how much very low, low, and moderate income households in St. Helena could afford to pay for housing, along with the corresponding

¹⁶ ~~Note that some of the assumptions used here by BAE differ from the assumptions used by the City of Napa Housing Authority.~~ Assumptions used for this analysis were collected to represent conditions for a property in the City of St. Helena specifically. This analysis allows for a maximum of 30 percent of income to be allocated to housing costs, to be consistent with the definition of affordability used in State housing element guidelines.

maximum affordable home price. The assumptions align with those from Tables 20 and 21 except for the down payment percentage, which is ~~five~~ 10 percent, modeling a situation that is more typical of first-time homebuyers who have not amassed sufficient financial resources to make a larger downpayment. These buyers are more likely to be in need of affordable housing options than the typical buyers of market rate housing in St. Helena. The lower downpayment amount requires the owner to buy mortgage insurance.

Given this set of assumptions, in the case of a three-person household, the affordable home price varies from approximately ~~\$110,100~~ \$156,500 for very low-income, to ~~\$171,600~~ \$240,500 for low-income, and ~~\$266,500~~ \$376,000 for moderate-income households. The income limits increase with household size, and a five-person household with very low, low, or moderate income can afford to buy a home priced at ~~\$133,300~~ \$188,000, ~~\$205,800~~ \$288,500, and ~~\$319,600~~ \$451,500, respectively. Therefore, home prices that are significantly lower than current market levels would be necessary for ~~even moderate~~ lower-income St. Helena households to purchase a home, while moderate-income households can purchase some condominium and single family homes at market prices.

Rental Housing

Table 23 contains a list of rental complexes containing ~~547-509~~ rental apartments in St. Helena. This includes substantially all of the existing multifamily complexes within the City. Table ~~22-23~~ then provides a list of the current apartment rental rates for ~~three-two~~ of the larger market rate ~~complexes-apartment buildings and various other rental units, including second units,~~ in St. Helena. Rents ranged from \$750 to \$1,250 for a studio, \$985 to \$1,485 for a one bedroom unit, and \$700 to \$1,750 for a two bedroom unit. ~~The Grandview Apartments is a historic complex located in downtown St. Helena with studio and one bedroom apartments. The monthly rent for a studio is between \$650 and \$850 and for a one bedroom the rent rises to between \$700 and \$1,100. The monthly rental rate for the two bedroom/two bath Cottages at Stonebridge is \$1,475, and the rates for the Tripoli apartments are \$650 and \$850 per month for two bedroom/one bath and three bedroom/one bath apartments, respectively. Due to the small sampling size, the analysis also includes data for average apartment rents in Napa County from RealFacts, a research firm that surveys rental properties with 50 or more units. RealFacts reports average rents in Napa County in 2013 were \$850 for a studio, \$1,317 for a one bedroom, one bathroom unit, and \$1,474 for a two bedroom, one bathroom unit.~~

In addition to apartment complexes, there are also single-family homes for rent in St. Helena. ~~The St. Helena Star online classified ads~~ Craigslist listed ~~six-three~~ single-family homes for rent in St. Helena ~~between July 25, 2008, and September 17, 2008 in March 2014, with rents averaging \$3,800 per month. A three-bedroom home was listed for \$3,100 per month, and a four-bedroom home for \$3,850 per month. A fully furnished, two-bedroom, two-bath house was listed for \$4,500 per~~

month. Four of the units for rent were three bedroom/two bath units with a monthly rent ranging from \$2,100 to \$6,000 per month. The classifieds also listed a two bedroom/two bath unit for \$2,450 per month and a home on 76 acres with a private garden for \$30,000 per month.

Affordable Rental Rates

Based on Napa County 2008-2014 income limits published by HCD, Table 25 calculates affordable rental rates for households in each income category by household size. These estimates take into account utility costs provided by the Housing Authority of the City of Napa. Affordable monthly rents for extremely low-income households are a maximum of \$417 for a studio unit, \$464 for a one-bedroom, and \$509 for a two-bedroom unit, while affordable rents for very low-income households are a maximum of \$718 for a studio, \$807 for a one-bedroom unit, and \$895 for a two-bedroom unit. Maximum affordable rents for low-income households are \$1,118 for a studio, \$1,265 for a one-bedroom, and \$1,410 for a two-bedroom unit. range from around \$370 to \$490 per month, depending on both household and unit size. The maximum rent affordable to a very low-income four person household is approximately \$890 per month. A one-bedroom unit renting for \$900 per month is both affordable and appropriately sized for two-person low-income and moderate-income households, though market-rate rental housing is not affordable to most extremely low-, and very low-income households.

While the studio, one-bedroom, and some of the two-bedroom market rate apartments in St. Helena are affordable to low-income and a portion of very low-income households, they are in limited supply. Average apartment rents throughout Napa County are only affordable to low-income households. The Grandview Apartment complex has only 23 units with their own kitchens as opposed to communal kitchen facilities, and the Tripoli apartments only 18 units. The units in the Cottages at Stonebridge are significantly more expensive, making them affordable to only households with moderate incomes and above. In addition, the single-family rental units listed in the last three months have all been are significantly more expensive and are affordable only to above moderate-income households.

Affordable Housing Complexes

Table 24-26 lists the six affordable housing complexes and units in St. Helena. These include three four rental complexes and three four for-sale subdivisions that increase the supply of housing and focus on meeting the housing needs unmet by the private housing market. The three four rental complexes, Hunt's Grove, Stonebridge, and Woodbridge and Magnolia Oaks, provide 186-202 units of affordable housing to St. Helena residents. According to City staff, both Hunt's Grove Apartments currently has 55 families on the wait list and is accepting applications.¹⁷ Stonebridge also currently has a significant waiting list with 53 families waiting for for a one-bedroom unit.

¹⁷ Personal communication. Yesenia Guitron, Resident Manager, Hunts Grove Apartments, February 18, 2015.

36 families for a two-bedroom unit, 12 families for a three-bedroom unit, and 4 families for a four-bedroom unit.¹⁸ Woodbridge Apartments has 41 families on the waiting list at present, and the waiting list is closed.¹⁹ Hunt's Grove has an estimated two-year waiting period, while Stonebridge reports a waiting list of approximately five families for each type of unit they offer. In addition to these complexes, there are 3 regulated affordable apartments.

The ~~three-four~~ for-sale subdivisions (Marietta Townhomes, Wallis Subdivision, ~~and~~ Vintner's Court, ~~and~~ Magnolia Oaks) provide ~~31-33~~ affordable for-sale units with deed restrictions. The City of St. Helena contributed funds to the Marietta townhomes in 1997, including \$130,000 in silent second mortgages and \$12,500 in building fees.

In addition, mobile home parks like Vineyard Valley, although not officially regulated as affordable housing, do represent a housing option in St. Helena that is affordable to moderate income households.

Summary

The number of housing units in St. Helena increased by ~~around 40~~ an estimated 230 units between 2000 and ~~2008-2012~~, driven by an increase in the number of single-family units. ~~In addition, the number of mobile homes is estimated to have increased by 25 units between 2000 and 2012. However, the number of mobile homes, a more affordable housing option than many market rate units, has declined over the same period due to acquisition of property to construct a flood project.~~ Single-family units constituted ~~66~~ 74 percent of the total housing units in St. Helena, followed by complexes containing five or more units, which represent approximately ~~49~~ 13 percent of total units. The housing stock in St. Helena is relatively new with a higher percentage of homes built ~~between after 1980 and 2000~~ than in ~~Napa County or the Bay Area.~~

The housing market in St. Helena exhibited an above average vacancy rate. The high rate is partially attributable to the inclusion of homes held vacant for seasonal, recreational, and occasional use. ~~, but even~~ After ~~controlling for~~ excluding such homes, the vacancy rate in ~~2000~~ 2012 was about 4.5%, which is ~~still higher~~ lower than in Napa County or the Bay Area. Of occupied homes, almost ~~7~~ 5 percent were overcrowded while the majority of incidences of overcrowding occurred among renter households.

The incidence of excessive or severe housing cost burdens varies among owner and renter households. For renters, the share of households with excessive or severe housing cost burden was

¹⁸ Personal communication. Caterina Sanchez, Stonebridge Apartments, February 28, 2014.

¹⁹ Personal communication. Rachel Fox, Woodbridge Apartments, March 5, 2014.

higher in the lower income categories. However, significant portions of owner households in all income categories faced high housing cost burdens.

The current market conditions in St. Helena enable only above moderate-income households to purchase homes. The median price of a St. Helena single family home ~~between August 2007 and August 2008~~ in 2013 was ~~\$872,500-\$960,000~~, while the median price of a condominium was \$420,000. While some of the market rate apartment units are affordable to low-income and a portion of very-low income households, the limited supply of market rate units affordable to very low-income households and below means that affordable units are necessary to meet the needs households at the lowest income levels. Three affordable rental and three for-sale housing complexes in St. Helena provide 217-238 units of affordable housing. ~~With the Woodbridge Apartments' Section 8 contract set to expire in 2018, an analysis of preservation and replacement costs found that preservation of the units, assuming that the apartments are in good condition, presents a less expensive option as compared to constructing new replacement units. There are a number of qualified entities that the City could seek to engage in the process of developing a viable plan to maintain the supply of affordable units. The City will need to pay particular attention to this situation in the next Housing Element Update cycle, when the Section 8 contract will expire.~~

Table 20: Single-Family Housing Sales Prices, St. Helena, 2013

Unit Sales Price	Units (a)		Minimum Unit Price	Down Payment	Annual Principal & Interest	Property Insurance	Property Taxes	Total Annual Payment	Minimum Annual Household Income Requirement (b)
	Number	Percent Total							
Under \$600,000	5	6.5%	\$400,000	\$80,000	\$19,935	\$643	\$4,384	\$24,963	\$83,209
\$600,000 - \$649,999	4	5.2%	\$600,000	\$120,000	\$29,903	\$965	\$6,558	\$37,426	\$124,752
\$650,000 - \$699,999	6	7.8%	\$650,000	\$130,000	\$32,395	\$1,045	\$7,101	\$40,541	\$135,138
\$700,000 - \$749,999	7	9.1%	\$700,000	\$140,000	\$34,887	\$1,126	\$7,645	\$43,657	\$145,523
\$750,000 - \$799,999	7	9.1%	\$750,000	\$150,000	\$37,378	\$1,206	\$8,188	\$46,773	\$155,909
\$800,000 - \$849,999	5	6.5%	\$800,000	\$160,000	\$39,870	\$1,287	\$8,731	\$49,888	\$166,295
\$850,000 - \$899,999	3	3.9%	\$850,000	\$170,000	\$42,362	\$1,367	\$9,275	\$53,004	\$176,681
\$900,000 - \$949,999	1	1.3%	\$900,000	\$180,000	\$44,854	\$1,448	\$9,818	\$56,120	\$187,066
\$950,000 - \$999,999	3	3.9%	\$950,000	\$190,000	\$47,346	\$1,528	\$10,362	\$59,236	\$197,452
Over \$1,000,000	36	46.8%	\$1,000,000	\$200,000	\$49,838	\$1,608	\$10,905	\$62,351	\$207,838
Total	77	100%							
Median Single-Family Home Price			\$960,000						

Notes:

(a) Number of single-family units sold in St. Helena between January 1, 2013 and December 30, 2013.

(b) Based upon the minimum unit price with the following ownership cost assumptions:

Percent of Income for Housing Costs	(Principal, Interest, Taxes, and Insurance)	30%	of gross annual income
Mortgage Terms			
Down Payment	20%	of home value	
Annual Interest Rate	4.625%	fixed	
Loan Term	30	years	
Annual Property Tax Rate	1.0868%	of home value	plus \$37
Annual Hazard Insurance	0.20%	of home value (c)	
(c) Hazard Insurance includes the basic premium for hazard insurance plus an additional payment for flood insurance.			

Sources: Gina Elliot, Pacific Union International, 2013; State Farm Insurance, 2008; www.bankrate.com, 2013; Wells Fargo, 2013.

Table 21: Condominium Sales Prices, St. Helena, 2013

Unit Sales Price	Units (a)		Minimum Unit Price	Down Payment	Annual Principal & Interest	Property Insurance	Property Taxes	Total Annual Payment	Minimum Annual Household Income Requirement (b)
	Number	Percent Total							
Under \$400,000	3	27.3%	\$369,000	\$73,800	\$18,390	\$1,357	\$4,047	\$23,794	\$79,313
\$400,000 - \$449,999	4	36.4%	\$600,000	\$120,000	\$29,903	\$2,206	\$6,558	\$38,666	\$128,888
\$450,000 - \$499,999	1	9.1%	\$650,000	\$130,000	\$32,395	\$2,390	\$7,101	\$41,885	\$139,618
\$500,000 - \$549,999	0	0.0%	\$700,000	\$140,000	\$34,887	\$2,573	\$7,645	\$45,105	\$150,348
\$550,000 - \$599,999	1	9.1%	\$750,000	\$150,000	\$37,378	\$2,757	\$8,188	\$48,324	\$161,079
\$600,000 - \$649,999	0	0.0%	\$800,000	\$160,000	\$39,870	\$2,941	\$8,731	\$51,543	\$171,809
\$650,000 - \$699,999	0	0.0%	\$850,000	\$170,000	\$42,362	\$3,125	\$9,275	\$54,762	\$182,539
\$700,000 - \$749,999	1	9.1%	\$900,000	\$180,000	\$44,854	\$3,309	\$9,818	\$57,981	\$193,270
\$750,000 - \$799,999	0	0.0%	\$950,000	\$190,000	\$47,346	\$3,492	\$10,362	\$61,200	\$204,000
Over \$800,000	1	9.1%	\$1,000,000	\$200,000	\$49,838	\$3,676	\$10,905	\$64,419	\$214,731
Total	11	100%							
Median Condominium Price									

Notes:

(a) Number of single-family units sold in St. Helena between January 1, 2013 and December 30, 2013.

(b) Based upon the minimum unit price with the following ownership cost assumptions:

Percent of Income for Housing Costs (Principal, Interest, Taxes, and Insurance)			
Mortgage Terms		30%	of gross annual income
Down Payment		20%	of home value
Annual Interest Rate		4.625%	fixed
Loan Term		30	years
Annual Property Tax Rate		1.0868%	of home value plus \$37
Annual Hazard Insurance		0.46%	of home value (c)
(c) Hazard Insurance includes the basic premium for hazard insurance plus an additional payment for flood insurance.			

Sources: Gina Elliot, Pacific Union International, 2013; State Farm Insurance, 2008; www.bankrate.com, 2013; Wells Fargo, 2013.

Table 22: Affordable For-Sale Housing Prices, Napa County, 2014

2014 Income Limits (a)	Household Size		Household Size		Household Size		Property Taxes	Mortgage Insurance	Total Monthly Payment	Down-Payment	Maximum Affordable Home Price
	3-Persons	4-Persons	5-Persons	6-Persons	7-Persons	8-Persons					
Very Low-Income	\$38,750	\$43,050	\$46,500				\$145	\$70	\$966	\$15,650	\$156,500
Low-Income	\$59,350	\$65,900	\$71,200				\$221	\$108	\$1,482	\$24,050	\$240,500
Moderate-Income	\$92,950	\$103,300	\$111,550				\$344	\$169	\$2,316	\$37,600	\$376,000
3-Person Household											
Very Low-Income	Amount Avail. for Housing	Principal & Interest	Property Insurance				\$26				
Low-Income	\$969	\$724	\$40				\$40				
Moderate-Income	\$1,484	\$1,113	\$63				\$63				
4-Person Household											
Very Low-Income	Amount Avail. for Housing	Principal & Interest	Property Insurance				\$29				
Low-Income	\$1,076	\$805	\$45				\$45				
Moderate-Income	\$1,648	\$1,238	\$70				\$70				
5-Person Household											
Very Low-Income	Amount Avail. for Housing	Principal & Interest	Property Insurance				\$31				
Low-Income	\$1,163	\$870	\$48				\$48				
Moderate-Income	\$1,780	\$1,335	\$76				\$76				
Ownership Cost Assumptions											
% of Income for Housing Costs											
Mortgage Terms											
Down Payment											
Annual Interest Rate											
Loan Term											
Annual Mortgage Insurance											
Annual property tax rate											
Annual Hazard Insurance											

Note:

(a) Income limits defined by the California Department of Housing and Community Development for Napa County.

Sources: HCD, 2013; State Farm Insurance, 2008; Wells Fargo, 2013; www.bankrate.com, 2013; Napa County Treasurer-Tax Collector, 2013.

Table 23: Multi-Family Housing Survey Results for St. Helena, February 2014

Complex Name	Address	Year Built/ Renovated	Number of Units	Zoning (a)
<i>Affordable Housing Units</i>				
Stonebridge Apartments	990 College Ave	1993	80	HR
Hunts Grove Apartments	548 Hunt St.	1992	56	HR
Woodbridge Apts.	727 Hunt Ave	1980/2013	50	HR
Wydown Hotel	1421 Railroad Avenue		1	CB
Magnolia Oaks		2013	10	HR
Hunt St. Apts.	957 Hunt		2	MR
SUBTOTAL UNITS			199	
<i>Market Rate Apartments</i>				
Unknown	957 Hunt	1880	6	MR
Christine Apartments	723 Hunt	1971	4	MR
Unknown	933 Brown St.	Unknown	4	HR
Cottages at Southbridge	1000 Brown St	1997	17	HR
Charter House	1026 Charter Oak	Unknown	5	MR
Unknown	1332 Main St.	Unknown	12	CB
Tripoli Court Apartments	1600 Main St.	Unknown	18	MR
Unknown	1520/1536 Main St.	1976	8	MR
Unknown	1650 Main	Unknown	5	MR
Unknown	1095 Crinella	1972	7	MR
Unknown	825 Allison	Unknown	4	MR
Unknown	1018 Allison	1965	12	HR
Silverado Orchards	601 Pope	Unknown	94	HR
Unknown	911 Pope	Unknown	5	MR
Ogletree Apartments	1005 Pope	Unknown	5	HR
Ogletree Apartments	999 Pope	Unknown	28	HR
Unknown	1043 Pope	Unknown	5	MR
Unknown	1112 Edwards	1940	4	MR
Unknown	1133 Edwards	1888	5	MR
Unknown	1145 Edwards	Unknown	4	MR
Unknown	1313 Monte Vista	1969	6	MR
Unknown	1327 Monte Vista	Unknown	6	MR
Unknown	1328 Monte Vista	1980	4	MR
Unknown	1336 Monte Vista	Unknown	6	MR
Unknown	1337 Monte Vista	1973	8	MR
Unknown	1346 Monte Vista	Unknown	4	MR
Unknown	1347 Monte Vista	1972	6	MR
Unknown	1356 Monte Vista	Unknown	6	MR
Unknown	1357 Monte Vista	1972	6	MR
Unknown	1366 Monte Vista	1972	6	MR
SUBTOTAL UNITS			310	
TOTAL UNITS			509	

(a) MR = Medium Density Residential, HR = High Density Residential, CB = Central Business.

Source: City of St. Helena, 2014.

Table 24: Market-Rate Apartment Rental Rates, St. Helena, 2014

Development/Address	Units	Studio	1 Bedroom	2 Bedrooms
Tripoli Court/1600 Main Street	18			\$700
Cottages at Southbridge/1000 Brown St.	17			\$1,450-\$1,650
1133 Edwards St.	5		\$1,385 \$985 \$1,285 \$1,485	\$1,650
1145 Edwards St.	4			\$1,550 \$1,200 \$1,685 \$1,725
957 Hunt	6		\$1,295	
630 Sunnyside Road (a)	1	\$1,150		
Rosebud Lane (a)	1			\$1,750
Pratt Avenue (a)	1	\$1,250		
Monte Vista (a)	1			\$1,595
Second unit; address not available (a)	1	\$750		
Second unit; address not available (a)	1	\$1,150		
Second unit; address not available (a)	1		\$1,350	
Unit in 5-Plex Building (a)	1		\$1,150	
Average Rent, Napa County (b)		\$850	\$1,317	\$1,425 (c) \$1,474 (d) \$1,736 (e)

(a) Rents as advertised on Craigslist, February-March 2014.

(b) Average rents for 2013 for Napa County as reported by RealFacts.

(c) Two bedroom townhouse.

(d) Two bedroom, one bathroom unit.

(e) Two bedroom, two bathroom unit.

Source: RealFacts, 2013; Craigslist, 2014; Christine O'Rourke Community Planning, 2014.

Table 25: Affordable Rents, Napa County, 2014

Year/Income Category (a)	Income Limits/Household Size							
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
2014: Median \$86,100								
Extremely Low-Income	\$18,100	\$20,700	\$23,300	\$25,850	\$27,950	\$30,000	\$32,100	\$34,150
Very Low-Income	\$30,150	\$34,450	\$38,750	\$43,050	\$46,500	\$49,950	\$53,400	\$56,850
Low-Income	\$46,150	\$52,750	\$59,350	\$65,900	\$71,200	\$76,450	\$81,750	\$87,000
Median Income	\$60,250	\$68,900	\$77,500	\$86,100	\$93,000	\$99,900	\$106,750	\$113,650
Moderate-Income	\$72,300	\$82,650	\$92,950	\$103,300	\$111,550	\$119,850	\$128,100	\$136,350

Affordable Rents (b)	Unit Size				
	Studio	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
Extremely Low-Income					
1-Person	\$417				
2-Person		\$464			
3-Person			\$509		
4-Person				\$554	
5-Person					\$587
Very Low-Income					
1-Person	\$718				
2-Person		\$807			
3-Person			\$895		
4-Person				\$984	
5-Person					\$1,051
Low-Income					
1-Person	\$1,118				
2-Person		\$1,265			
3-Person			\$1,410		
4-Person				\$1,556	
5-Person					\$1,668
Moderate-Income					
1-Person	\$1,772				
2-Person		\$2,012			
3-Person			\$2,250		
4-Person				\$2,491	
5-Person					\$2,677
Included Utilities (c)	\$83	\$84	\$93	\$102	\$110

Notes:

(a) Income limits are 2014 California Department of Housing and Community Development income limits for Napa County.

(b) Affordable rents equal 30 percent of gross monthly income minus a utility allowance derived from figures released by the Housing Authority of the City of Napa for 2013. Allowances include electricity for heating, cooking, water heating and other electric. Household size appropriate for unit size as defined by California Health and Safety Code 50052.5(h).

(c) Included utilities represents utility costs normally included in rent. These are water, sewer and trash collection.

Sources: HCD, 2014; City of Napa Housing Division, 2013.

Table 26: Affordable Housing Developments, St. Helena

Project Name	Address	Affordable Units	Bedrooms/ Bathrooms Units	Special Needs	Current Owner	Funding Sources	Status	Affordability Requirement
Rental Housing								
Hunts Grove	548 Hunt Ave.	56	14- 1 Bdr/ 1 Bath 28 - 2 Bdr/1 Bath 14 - 3 Bdr/2 Bath	n.a.	Bridge Housing	9% Tax Credit Equity; Residential Housing Construction Program Bank of America, First National Bank, City of St. Helena, First Financial Management.	Active	Low and Very Low Income Households
Stonebridge Apts.	990 College Ave.	80	8 - 1 Bdr/1 Bath 36 - 2 Bdr/1 Bath 28 - 3 Bdr/2 Bath 8 - 4 Bdr/2 Bath	n.a.	EAH Nonprofit Housing Corporation	9% Tax Credit Equity; HCD; Residential Housing Construction Program City of St. Helena; Federal Home Loan Bank, Affordable Housing Program.	Active	Low and Very Low Income Households
Woodbridge Apts.	727 Hunt Ave.	50	48-1 Bdr/1 Bath 2 - 2Bdr/1 Bath Bedrooms/	Senior Citizens	Woodbridge RAL	CHFA, Section 8	Active	Very Low Income
Magnolia Oaks	Rose Street	10 6	2 Bdr Apartments 1 Bdr Second Units	n.a.	n.a.	Developer Financed	Active	Low (4) and Mod. Income (6);
Wydown Hotel	1421 Railroad Ave.	1	1 Bdr		Wydown Hotel	Developer Financed	Active	Very Low Income
Hunt St. Apts.	957 Hunt Street	2	Studio	n.a.	Jack Ibrahim	Owner Financed	Active	Very Low Income
For-Sale								
Wallis Subdivision	Voorhees Circle	19	2 Bdr/2 Bath	n.a.	n.a.	Developer Financed	Active	Moderate Income
Marietta Townhomes	Voorhees Circle	11	Unknown	n.a.	n.a.	Napa Valley Community, City of St. Helena	Active	Moderate Income
Sherwin	1012 Allison Ave.	1	4 Bdr Single Family	n.a.	n.a.	Developer Financed	Active	Moderate Income
Magnolia Oaks	Rosebud Lane	2	3 Bdr Single Family	n.a.	n.a.	Developer Financed	Active	Moderate Income

Sources: City of St. Helena, Planning Department, 2014; City of Napa Housing Division, 2014.

Special Needs Populations

California Government Code Section 65583 (a) (7) requires an analysis of any special housing needs, “such as those of the elderly, persons with disabilities, large families, farm workers, families with female heads of household, and families and persons in need of emergency shelter.”²⁰ This section provides estimates of the prevalence of each of these special needs populations, discusses special housing concerns, and analyzes their housing cost burdens within St. Helena to the extent that available data allows. Data sources include the 2000 Census, [the 2012 American Community Survey, Claritas Inc.](#), the California Department of Finance (DoF), the HUD CHAS dataset, California Employment Development Department (EDD), and the Napa County Continuum of Care.

Persons with Disabilities

Disabilities can take many forms and have numerous implications for housing needs. Many disabled people can live in conventional housing without any modifications, or with only minor modifications, while some disabled people require substantial modifications and/or on-site care to facilitate everyday living. Accessible units can be more expensive to build, due to features such as ramps, extra wide doors, handrails, lowered counters, raised toilets, and a variety of other accessibility elements. Compared to the general population, disabled persons are more likely to live alone, earn less, and be homeless.²¹

Table 27 presents data on the estimated number of disabled persons in St. Helena, Napa County, and the Bay Area. The ~~2008-2012~~ estimates are 5-year estimates based on the 2008-2012 American Community Survey. ~~were derived by applying the Census 2000 distribution of disabled persons to DoF and Claritas 2008 population estimates. As the total populations of St. Helena, Napa County, and the Bay Area rose from 2000 to 2008, the data assume that the number of disabled persons increased proportionately.~~ Around ~~800~~ 640 disabled persons over the age of five lived in St. Helena in ~~both 2000 and 2008-2012.~~ ~~In 2008, this~~ This includes approximately ~~97~~ 30 persons between the ages of 5 and ~~2017,~~ 288 196 between the ages of ~~21~~ 18 and 64, and ~~424~~ 411 persons age 65 and older. St. Helena and Napa County have almost the same percentage of disabled persons (around ~~45~~ 11 to ~~46~~ 12 percent of the total population). ~~This represents a significantly higher percentage of disabled persons relative to the five percent of Bay Area residents that are disabled., which is slightly higher than the Bay Area disabled population of approximately 10 percent of the total population.~~

²⁰ California Government Code Section 65583 (a) (7) at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=gov&group=65001-66000&file=65580-65589.8>, Accessed February 7, 2014.

²¹ Tootelian, Dennis, and Gaedeke, Ralph. “The Impact of Housing Availability, Accessibility, and Affordability on People with Disabilities”. Sacramento, CA: State Independent Living Council. April, 1999. As cited in the Analysis of Senate Bill 1025.

In St. Helena and Napa County, a higher concentration of disabled persons exists among persons in the 21 to 64 age bracket, and the age 65 and over category, relative to the Bay Area. About 13 and 15 11 percent of the population over the age of 21 18 in St. Helena and Napa County are disabled, compared to less than four 9 percent in the Bay Area. In St. Helena, the 21-64 age 65 and over group features a concentration of sensory disabilities and cognitive, ambulatory and independent living difficulties, disabilities, and those individuals with two or more disabilities. Furthermore, high rates of hearing, vision, and ambulatory difficulties physical, and two or more disabilities account for a large part of the 21-18 to 64 , and 65 and over-disabled population.

There are a number of organizations that provide information and services to disabled people in St. Helena. The Disability Services and Legal Center provides information about no-cost installation of ramps, lifts, grab-bars, and other devices to assist disabled people to have access in their homes. Buckelew Programs assists people with serious mental illness to live as independently as possible, and Catholic Charities helps to find shelter, counseling, and services for those with chronic disabilities. Family Service of Napa Valley and Progress Foundation provide supportive housing and services for mentally disabled adults. The North Bay Housing Coalition provides information, support, and affordable housing to persons with developmental disabilities. Becoming Independent provides services to assist people with developmental disabilities who wish to live on their own. Additional resources may be found on the Fair Housing Napa Valley website.

Residential care facilities for the elderly in St. Helena include the Vintage Chalet, Crinella Home Care, Rosehaven, and St. Helena Home Care. These facilities provide a total of 52 beds.

Persons Living with Developmental Disabilities

A person with a developmental disability has a substantial disability that originates during childhood and can be expected to continue through adulthood. Developmental disabilities include mental retardation, cerebral palsy, epilepsy, and autism.

Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult.

The State Department of Developmental Services currently provides community-based services to approximately 243,000 persons with developmental disabilities through a statewide system of facilities. The North Bay Regional Center provides point of entry to services for people with

developmental disabilities in Napa, Sonoma and Solano counties. The center is a private, non-profit community agency that contracts with local businesses to offer a wide range of services to individuals with developmental disabilities and their families. The Center reports that there are a total of 31 individuals with developmental disabilities in the 94574 zip code area, distributed among age groups as follows: 15 children aged 14 years and under; 5 persons aged 15 to 22 years; 11 adults aged 23-65 years; and no adults aged 65.

There are a number of housing types appropriate for people living with a development disability: rent subsidized homes, licensed and unlicensed single-family homes, inclusionary housing, Section 8 vouchers, special programs for home purchase, HUD housing, and SB 962 homes. The design of housing-accessibility modifications, the proximity to services and transit, and the availability of group living opportunities represent some of the types of considerations that are important in serving this need group. Incorporating 'barrier-free' design in all, new multifamily housing (as required by California and Federal Fair Housing laws) is especially important to provide the widest range of choices for disabled residents. Special consideration should also be given to the affordability of housing, as people with disabilities may be living on a fixed income.

Elderly

The elderly population often requires special housing to accommodate part-time or full time care. Meanwhile, the elderly are also more likely to have lower incomes than the population in general. Other requirements can include modifications to doors and steps to improve accessibility and installation of hand rails and grab bars to make bathing, toileting, and other daily activities safer. Housing types such as apartments or condominiums that do not entail high maintenance requirements can also be beneficial as the elderly continue to age and become less able to perform extensive home maintenance work on their own. The elderly are also commonly on fixed incomes while expending more of their income on medical care, which can result in a need for affordable housing.

Elderly Households

Table 28 presents data for 2000 and ~~2008~~ 2012 for age of householder. Table 28 is different from Table 4 in that Table 4 presents the age of all residents while Table 28 presents the age of the person whose name the unit is owned or rented under.

St. Helena, similar to Napa County, had a higher percentage of residents over the age of 65 compared to the Bay Area. Around ~~27.5-35~~ percent of St. Helena households, ~~25.5-26~~ percent in Napa County, and ~~almost 19~~ 20 percent of Bay Area households had heads of households over the age of 65 in ~~both 2000 and 2008~~ 2012. Across all three jurisdictions, more elderly households owned rather than rented their homes.

In ~~2008~~ 2012, among owner-occupied St. Helena households there are ~~220~~ 372 households (about ~~9~~ 14 percent of total households) with a head of household between the ages of 65 and 74, and ~~230~~ 305 households (~~9.5~~ 11 percent of total households) with a householder age 75 and older. A smaller number of elderly households in St. Helena live in rental units, with ~~50~~ 76 households (~~2.1~~ almost 3 percent of total households) having a householder between ages 65 and 74, and about ~~160~~ 190 households (~~almost seven~~ 7 percent of total households) with a head of household age 75 and older. Napa County had a similar lower percentage of elderly owner-occupied households, with nearly ~~10~~ 10.5 percent of total households with a head of household between the ages of 65 and 74, and ~~10.6~~ 10 percent of total households headed by an individual age 75 or older. Napa County, ~~however~~, also had a lower percentage of elderly renter households, with ~~1.7~~ 2.5 percent and ~~2.0~~ 2.9 percent of total households headed by a householder aged 65 to 74 or age 75 and older, respectively. The Bay Area had lower percentages of both owner-occupied households with householders aged 65 to 74 (about ~~7~~ 8 percent of total households), with householders age 75 or older (~~6.7~~ nearly 7 percent of total households) as compared to St. Helena and Napa. For renter households, ~~the 2.3~~ 2.6 percent of total Bay Area households had a head of household between the ages of 65 and 74, and ~~2.8~~ 2.7 percent were headed by a person age 75 or older.

Additional data from the ~~2000~~ 2010 Census reveal that St. Helena has a somewhat disproportionate number of females over the age of 64. In ~~2000~~ 2010, there were about ~~370~~ 440 males (about ~~6~~ 8 percent of the total population) and ~~660~~ 680 females (approximately ~~11~~ 12 percent of the total population) over the age of 64. In Napa, the population over age 64 is comprised of the ~~8,200~~ 9,200 males (~~6.6~~ about 7 percent of the total population) and ~~10,900~~ 11,400 females (~~nearly 9~~ just over 8 percent of the total population). Therefore, the percentage of females over the age of 64 is slightly higher in St. Helena than in Napa. ~~Considering that the DoF projects that the number of elderly females will grow more rapidly than the number of elderly males in Napa County through 2050, it appears likely that St. Helena's concentration of elderly females will increase in the coming years.~~

Elderly Housing Cost Burden

Table 29 contains information from the ~~2000~~ 2010 Comprehensive Housing Affordability Strategy (CHAS) database. Elderly households, which the CHAS database defines as households with at least one person over the age of 62, are again much more likely to be owner households (~~72~~ 71 percent of total elderly households) than renter households (~~28~~ 29 percent of total elderly households). The majority of elderly households (~~62~~ 58 percent) have affordable housing costs, which is defined as housing cost burdens of less than 30 percent. Twelve percent of elderly households have excessive housing costs (defined as paying more than 30 percent but less than 50 percent of household income for housing costs), while 28 percent have severe housing cost burdens and pay more than 50 percent of their household income on housing costs, while the remaining

households have excessive (17 percent) or severe (21 percent) housing cost burdens.

In comparison to Table 18, which shows the number of total households in St. Helena with high housing cost burdens, approximately 45 percent of all households with housing cost burdens are elderly. All of the extremely low and very low income owner households in St. Helena with excessive or severe housing cost burdens are elderly, while approximately 37 percent of the extremely low and very low income renter households are elderly.

Among low income households with excessive or severe housing cost burdens, 57 percent of owner households and 26 percent of renter households are elderly. Among moderate and above income households with excessive or severe housing cost burdens, 32 percent of owner households with excessive are elderly, while half of renter households are elderly.

The 62 percent of elderly households with housing cost burdens of less than 30 percent represent a slightly smaller proportion of this subpopulation relative to the share of total St. Helena households, as shown in Table 16 (68 percent). The share of elderly households with excessive housing cost burdens closely aligned with trends in total St. Helena households. However, the percentage of elderly households with severe housing cost burdens (21 percent) was higher than the share exhibited across all St. Helena households (15 percent).

Across both extremely low income owner and renter households, about one-half of the households had housing cost burdens of less than 30 percent, nine percent experienced excessive housing cost burdens, and 40 percent had severe housing cost burdens. For elderly extremely low income households, there were fewer owners (60) than renters (about 90), though the number of owner and renter households experiencing severe housing cost burdens was comparable.

Only 45 percent of elderly very low income households had housing cost burdens below 30 percent. Elderly very low income households with an excessive or severe housing cost burdens amounted to 20 and 35 percent, respectively. Of the 100 very low income elderly households, 65 are owners and 35 are renters. Though the same number of very low income elderly renter and owner households experienced excessive housing cost burdens, proportionately fewer owner households compared to renter households had a severe housing cost burden.

Just over one-half of elderly low income households had housing cost burdens of less than 30 percent, while 16 percent experienced severe housing cost burdens and 28 percent had excessive housing cost burdens. For low income households, the ratio of owners to renters favors owners, with 95 owner households and only 30 renter households. Unlike very low income households, severe housing cost burdens were more common among owner than renter households.

Finally, in the moderate income and above category, 75 percent of elderly households had housing cost burdens below 30 percent, while 20 percent had a excessive and five percent severe housing cost burdens. For moderate income and above households a higher proportion own their homes, with 270 homeowners relative to the 35 households that rent their homes. Among this income group, owner households represent the majority of those with excessive housing cost burdens. Furthermore, severe housing cost burdens in this income category only occurred in the case of owner households, and not in renter households.

Additional Elderly Housing Needs

Given the high proportion of the St. Helena households that are elderly, especially elderly age 75 and older, it is important to work to address their housing needs. In her work with the Area Agency on Aging serving Napa and Solano Counties, planner Terry [Restelli-DeitsLecanne Martinson](#) identified a number of needs of the elderly in St. Helena that are currently being met as well as those needs which St. Helena could help meet during this Housing Element planning period.²² Ms. [Restelli-DeitsLecanne Martinson](#) cited the work of the Rianda house, which provides seniors with a meeting place and valuable information on topics ranging from housing and income-assistance to medical referrals, as a welcome and positive resource for the elderly in St. Helena.

There are still many needs of the elderly that are not being met, however, and changes to St. Helena's housing policies could make it easier for the elderly to age in place. Often, when the elderly persons are released from a hospital stay and return to their own homes, they have trouble navigating inside the home and getting to neighborhood services like the grocery store and doctor's office. Two possible ways to help remedy this situation within the scope of the Housing Element would be for the City of St. Helena to consider the proximity to public transportation, paratransit routes, and local services when approving senior housing, and to adopt design standards for new residential construction that would ensure accessibility.

Certain design strategies incorporated into the City's policies and programs concerning new and existing housing can help prevent falls. For example, incorporating features detailed in AB 1400 can help reduce falls and accommodate the needs of people of all ages and abilities. Examples include:

- zero-step entrances
- accessible first floor bathrooms
- wider doorways
- no step bathtubs and showers
- grab bars near toilets and bath/shower
- reinforced handrails on stairs and ramps
- accessible kitchen appliances, shelving
- more energy efficient, brighter lighting

²² Personal Communication. [Terry Restelli-DeitsLecanne Martinson](#), Planner, Area Agency on Aging. December 15, 2008February 26, 2014.

Additional policies and programs that the City should consider include zoning that encourages families to use options such as Accessory Dwelling Units to accommodate their aging relatives or caregivers. Such policies could also provide for more elder-friendly neighborhoods, improved lighting to increase visibility, and safe sidewalks and walking paths. For example, sidewalks that allow for safe tree root growth, such as sidewalk materials made of rubber (used in Santa Barbara and other communities) would help improve pedestrian safety.

Large Households

The U.S. Census defines a large family as one containing five or more related members. The California Department of Housing and Community Development recommends using this definition of a large family.²³ As displayed in Table 30, ~~almost~~ all large households in St. Helena are family households, and there were 120 large family households in 2012, representing just over 4 percent of all households. ~~In 2008, only two non-family households have five members or more, while there are over 280 large family households.~~

As of 2000, St. Helena had about 255 large households, including only one non-family large household, representing close to 11 percent of the total households in St. Helena. By 2012, the numbers of large households fell by nearly half. This decrease in large families was offset primarily by an increase in two-person family households, which increased by 51 percent~~the increase decreased by almost 30 households, about 285 coupled with a decrease in 2-person households increased by 335 households~~. This led the percent of large family households to increase to nearly 12 percent in 2008. The share of large households in St. Helena in ~~2008~~ 2012 ~~is much smaller than~~ closely aligns with that of Napa County (just over 12 percent) and the Bay Area (about ~~13~~ 11 percent).

Large Family Housing Cost Burden

Table 31 presents the housing cost burdens for large family households in St. Helena by tenure. The total number of large family households in Table ~~29-30~~ (about 240-190 households) derived from HUD-published ~~2010~~ CHAS data is ~~higher than slightly below~~ the estimate presented in Table ~~29-28~~ (120 households), ~~which is derived from 2012 American Community Survey estimates, Claritas and DoF data.~~ Across all income levels, the majority of large households (~~78-53~~ percent of large family households) have housing cost burdens of less than 30 percent affordable housing costs.

About ~~19-45~~ percent of large households have excessive housing cost burdens, ~~with the remaining~~

²³ California Department of Housing and Community Development. *Building Blocks for an Effective Housing Element: Special Needs, Large and Female-Headed Households*. http://hcd.ca.gov/hpd/housing_element2/SHN_lfhhouses.php. Accessed on February 7, 2014. ~~Jun-12, 2008~~.

~~three percent while no large households experiencing experience severe housing cost burdens. Moreover, there are no large households with extremely low-incomes in St. Helena, and no large households with very low income households who own their own home. On the other hand, all of the very-low income large households who rent their homes (15 households) and all of the low-income large households (40 households) have excessive housing costs burdens. The majority of large households with moderate and above incomes have affordable housing costs, while approximately 22 percent of these households have excessive housing cost burdens.~~

A comparison of all the housing cost burdens for all households in St. Helena from Table 18 with the housing cost burdens of large families indicates that a ~~disproportionate share of low-income households with excessive cost burdens are large households. Half of low-income renter households and 80 percent of low-income owner households with excessive housing costs are large households.~~ ~~a greater share of large family households have housing cost burdens of less than 30 percent relative to the 68 percent of total households experiencing this level of housing cost burden. In addition, 15 percent of total households in St. Helena had severe housing cost burdens in 2000 as compared to only three percent for large families.~~

~~Of the 18 extremely low-income large family households in St. Helena, there were ten owner and eight renter households. All of the owners had an excessive housing cost burdens and every renter household had a severe housing cost burdens. In the case of very low-income households, all 22 households rented their housing units. These renters were split almost evenly between those with housing cost burdens of less than 30 percent and those with excessive housing cost burdens.~~

~~There were significantly more low-income large family households than either extremely low- or very low-income households. All of the 53 low-income households had housing cost burdens of less than 30 percent. None of the owner households (14) or the renter households (39) had excessive or severe housing cost burdens.~~

~~The almost 150 moderate-income and above households represented over 60 percent of total large family households. About 83 percent of the moderate-income and above households had housing cost burdens of less than 30 percent, while around 17 percent had excessive housing cost burdens, and none of these households had severe housing cost burdens. The incidences of excessive housing cost burden are concentrated among owner households, with 25 of the 94 owner households experiencing excessive housing cost burdens. All 55 renter households had housing cost burdens less than 30 percent.~~

Single Female-Headed Households with Children

Single female-headed households with children tend to have a higher need for affordable housing compared to family households in general. In 2012, the poverty rate of female-householder

families nationally ~~stood at a record low of 27.8~~ 31.8 percent, ~~but that which~~ was still significantly above the poverty rate of all families (~~9.3~~ 11.8 percent) and married couples (~~4.8~~ 5.8 percent).²⁴ In addition, single female-headed households with children are more likely to need childcare since the mother is often the sole source of income and the sole caregiver for children within the family.

The information provided in Table 32 is from the 2000 Census and the 2012 American Community Survey. In ~~2000~~ 2012, the percent of single-female headed households with children in St. Helena (~~6.5~~ 4.7 percent of total households) was slightly ~~exceeded~~ less than the percentages calculated in both Napa County (~~about five~~ 4.9 percent) and the Bay Area (~~5.5~~ 5.4 percent). ~~Assuming that the percentage of single female headed households held steady from 2000 to 2008, then the number single female headed households barely increased given that~~ The total number of households in the City of St. Helena ~~only~~ rose by 332 households between 2000 and 2012, while the number of single female-headed households declined by 27 households.

Among St. Helena single-female households in ~~2008~~ 2012, the entire share of ~~owner~~ households were renter households (~~three percent of total~~ 127 households) ~~is less than the share of renter households (3.5 percent of total households)~~. Napa County and the Bay Area have a ~~lower~~ higher percentage of owner households (1.7 and 1.8 percent of total households, respectively) and a ~~similar~~ lower percentage of renter households (3.2 and 3.7 percent of total households, respectively) compared to St. Helena.

Farmworkers

Vineyards in and around St. Helena employ both full-time and seasonal farmworkers. According to the 2013 American Community Survey, there are approximately 162 people employed in the agriculture forestry, fishing and hunting, and mining industries in St. Helena. Of these workers, approximately 107 people are employed in natural resources, construction and maintenance occupations. Therefore, the City estimates the resident farmworker population in St. Helena as 107 people. The Department of Education reports there are 55 children of migrant farmworkers attending St. Helena schools.

While the City does not have information on the number of farmworkers who work in St. Helena, the Association of Bay Area Governments estimates 878 people hold agriculture and natural resource jobs in St. Helena. Extrapolating from countywide data, the City estimates there are approximately 700 farmworker jobs in St. Helena, and about 175 of these jobs are held by migrant farmworkers.

Data on the conditions of farmworkers specifically residing in St. Helena are not available;

²⁴ 2012 American Community Survey.

therefore, information regarding farmworkers in Napa County is used to examine the conditions in St. Helena. The housing needs of full-time, permanent farmworkers is very similar to those of other low-income households, however the additional seasonal workers who are only employed during harvest time need short-term affordable housing options.

~~Two~~Four data sources provide statistics on the number of farmworkers in Napa County: the California Employment Development Department (EDD), a 2007 study by the California Institute for Rural Studies, a 2012 Napa County Farmworker Housing Needs Assessment, and the U. S. Department of Agriculture 2012 Census of Agriculture. The EDD provided the information presented in Table 32. Over the ~~15~~ 19 years from 1993 through ~~2007~~ 2012, Table 33 indicates that Napa County farm employment continually fluctuated, but overall farm employment has risen by ~~1,700~~ 1,400 jobs over the period. In 1993, farm employment was 3,400 and farm employment peaked at 5,300 in 2002. Since 2001, it remained relatively consistent, registering employment of ~~5,100~~ 4,800 in ~~2007~~ 2012. The U.S. Department of Agriculture reports significantly higher numbers of farmworkers in Napa County; in 2012, the Department estimates there were 9,857 farmworkers in Napa, and 2,676 of these were migrant farmworkers, or approximately 27 percent.

~~The California Institute for Rural Studies~~ Napa County completed an extensive assessment of farmworker housing needs in Napa County in ~~2007~~ 2012. ~~The Institute County completed a survey of agricultural employers, interviewed farmworkers and others with knowledge of farmworker housing needs, conducted focus groups, and gathered additional data from secondary data sources.~~ Table 34 presents an estimate of the total farmworkers in Napa County from the assessment. Workers are categorized by employment period. A “regular worker” works seven months or more a year, a “seasonal worker” between three and six months a year, and a “harvest worker” less than three months a year. As of ~~2005~~ 2012, Napa County employed ~~almost 6,800~~ 4,800 farmworkers, including ~~3,800~~ 2,400 regular workers, ~~1,300~~ 1,200 seasonal workers, and ~~the remaining 1,800~~ 1,200 harvest workers. The study does not provide an estimation of the number of farmworkers who work specifically in St. Helena.

~~While the study does not allow for an estimation of the number of farmworkers who work specifically in St. Helena, information is available on the number of farmworkers who live in St. Helena. Part of the study involved face to face interviews with 189 farmworkers employed in Napa County during the 2006 wine grape harvest.²⁵ Of the interviewees, 64 percent (121 people) lived in Napa County. Among this subgroup, only five percent (six people) lived in St. Helena. Assuming that the interviewees were representative of the 6,800 farmworkers in Napa County this would indicate that around 217 farmworkers lived in St. Helena in 2005.~~

²⁵ California Institute for Rural Studies “An Assessment of the Demand for Farm Worker Housing in Napa County” March, 2007. (Pg. 3).

[The California Institute for Rural Studies completed an extensive assessment of farmworker housing needs in Napa County in 2007. The Institute completed a survey of agricultural employers, interviewed farmworkers and others with knowledge of farmworker housing needs, conducted focus groups, and gathered additional data from secondary data sources.](#) The Institute's face-to-face interviews with farmworkers revealed that during the week, 46 percent of farmworkers stay in apartments, 40 percent in homes, 5 percent in labor centers, 4 percent in garages, 3 percent in motels, and the final 2 percent in trailers.²⁶ The interview questions also covered the amount of money that farmworkers spend on housing and Table 35 summarizes the results. The majority of farmworkers (87 percent) rent housing units. Accompanied farmworkers, those with a spouse and/or children, reported paying \$319 per adult for rental housing compared to \$218 per adult for unaccompanied adults.²⁷ Among survey respondents living in Napa County, the rent rises to \$345 for accompanied and \$254 for unaccompanied farmworkers. In addition to the rental costs listed above, 55 percent of respondents who live in apartments indicated that they had to pay extra money to cover utilities, which averaged \$66 dollars per month. Those farmworkers who own their own homes (11 percent of survey respondents) reported average monthly mortgage costs of \$2,167 plus an additional \$225 for utilities.

[The 2012 Napa County Farmworker Housing Needs Assessment found that the monthly rent paid by farmworkers and the family members with whom they live ranges from \\$100 to \\$4,200, with an average of \\$648.](#)

Table 35 ~~also~~ provides ~~additional~~ information on the income of farmworkers, to assess the affordability of housing units. [This data also comes from the 2007 California Institute for Rural Studies report.](#) The average income is categorized by farmworker occupation with general laborers annually earning \$15,745, specialized laborers \$26,317, and foremen or supervisors \$37,000. These income levels rise when taking into account the income of other members of farmworker households, with general laborers, specialized laborers, and foremen or supervisors' reporting average household incomes of \$19,122, \$33,268, and \$50,294, respectively. Given these levels of income, the Institute study calculated "that housing costs represent 23 percent of gross annual income. Nonetheless, rental costs are 35% of income when remittances are subtracted from gross household income."²⁸ This suggests that, at least among the sample of farmworkers surveyed, housing costs are at or above the affordability levels, indicating continued need for additional affordable housing for farmworkers or for other types of assistance to farmworker households.

²⁶ California Institute for Rural Studies "An Assessment of the Demand for Farm Worker Housing in Napa County" March, 2007. (Pg. 15).

²⁷ California Institute for Rural Studies "An Assessment of the Demand for Farm Worker Housing in Napa County" March, 2007. (Pg. 16).

²⁸ California Institute for Rural Studies "An Assessment of the Demand for Farm Worker Housing in Napa County" March, 2007. (Pg. 26).

Five different kinds of housing exist for farmworkers in Napa County: farmworker centers, owned and operated by the Napa County Housing Authority (NCHA); private accommodations designated for agriculture employees that accommodate five or more employees and are monitored by the Department of Environmental Management; private accommodations designated as farm labor dwellings accommodating less than five residents, private apartments or other housing rented or owned by farmworkers; and affordable housing projects subsidized by the County and by incorporated cities, some of which have units set aside specifically for farmworker households.

The NCHA currently owns three public farmworker centers in Napa County: Calistoga, River Ranch, and Mondavi. The Calistoga Farm Labor Center is located approximately halfway between Calistoga and St. Helena, River Ranch Farm Labor Center is located just south of St. Helena, and Mondavi Farm Labor Center is located southeast of Yountville. Only unaccompanied persons can live at the three public farm labor centers; they are designed to serve short-term male residents and are not designed to address the housing needs of year round residents. Each center has 60 beds (two beds per room), for a total of 180 beds. These public farmworker centers charge \$12 per night, which includes lodging and three meals per day. None of these centers is open year round; each is closed for portions of the period from November to February, when the demand for labor goes down. However, the months during which they close are staggered, such that at least one of the centers is open during any given month of the year. On average, between 2007 and 2012, the Calistoga center has been closed for 52 days/year, the River Ranch center has been closed for 42 days/year, and the Mondavi center has been closed for 86 days per year.²⁹

The 2007 California Institute for Rural Studies report study “An Assessment of the Demand for Farm Worker Housing in Napa County” indicated that the existing farm labor centers addressed the needs of about five percent of the farmworkers in the County.³⁰ in the County, the Calistoga Center, the Mondavi Center, and the River Ranch Center. Across the three centers, the occupancy rate did not reach 100 percent in fiscal year 2004-2005, and the occupancy rate was below 50 percent in many of the non-summer months.³¹ In recent years, the temporary, overflow housing available for farmworkers in the County has not been utilized.³² The remaining 95 percent of farmworkers and their families live in housing outside of these centers. However, the results of the 2012 Napa County Farmworker Housing Needs Assessment (the 2012 assessment) indicate that the occupancy

²⁹ BAE Urban Economics “Final Report: 2012 Napa County Farmworker Housing Needs Assessment” March, 2013. (Pg. 27).

³⁰ California Institute for Rural Studies “An Assessment of the Demand for Farm Worker Housing in Napa County” March, 2007. (Pg. 15).

³¹ California Institute for Rural Studies “An Assessment of the Demand for Farm Worker Housing in Napa County” March, 2007. (Pg. 4).

³² *Ibid.*

rates achieved by these farmworker centers between 2007 and 2012, factoring in the months that centers are closed, ranged between 53 percent and 69 percent, exhibiting a tendency toward higher occupancy rates in recent years. The 2012 assessment also indicates that peak demand occurs between May and October, during which time occupancy rates tend to exceed 70 percent and surpassed 90 percent in 2012. Interviews with center managers found that the River Ranch center, located closest to St. Helena, often achieves full occupancy and has had to turn away individuals on certain occasions during peak months. Center managers found that the River Ranch center also tends to have a higher proportion of such “year round” residents than the other two centers.³³

Interviews conducted in the 2012 assessment point to a perceived increase in the number of farmworkers who work in Napa County year-round from 50 percent to approximately 75 percent in recent years.³⁴ Napa County vineyard workers earn 30 percent more per hour and are more likely to be employed full time than the average agricultural worker in other areas of the state.³⁵ Demand for year-round housing options is likely to be particularly strong for the higher skilled and higher paid farmworkers. An increasing number of farmworkers are choosing to reside in Napa County on a permanent or semi-permanent basis, which increases the need for farmworker household types that are local and affordable and that are not only available for single men. Stakeholders interviewed also concluded that between 50 and 80 percent of Napa County’s farm labor force has a permanent place of residence outside of Napa County but inside California.³⁶

The City of St. Helena Housing Committee conducted a survey of individuals who work within the City, seeking to learn about their current housing situation and preferences. The survey results indicate that only 1 in 4 of the survey respondents who work in St. Helena also live within the City limits. Importantly, 3 out of 4 of the respondents would prefer to live within the City. In addition, local Latino workers who responded to the survey were more likely to be renters, live down valley or outside Napa County, have less income, and live in larger households. Though it is likely that

³³ BAE Urban Economics “Final Report: 2012 Napa County Farmworker Housing Needs Assessment” March, 2013. (Pg. 29).

³⁴ BAE Urban Economics “Final Report: 2012 Napa County Farmworker Housing Needs Assessment” March, 2013. (Pg. 13).

³⁵ Yetman, Robert. March 2009. Napa Valley Wine Industry Wages & Benefits. Prepared for the Napa Valley Grape Growers Association.

³⁶ BAE Urban Economics “Final Report: 2012 Napa County Farmworker Housing Needs Assessment” March, 2013. (Pg. 22).

few farmworkers live in the City of St. Helena, the survey findings confirm the trend of lower income Latino workers choosing longer commutes in order to secure affordable housing.³⁷

Of the employer providers of private unlicensed farm labor dwellings, only 30 percent of the 2012 assessment survey respondents indicated that they provided housing for at least some of their employees. They also indicated that their worker housing is usually totally occupied during both peak season and off-season.³⁸ In Napa County, 3 of the 7 employer-provided private licensed farm labor dwellings are located in St. Helena, for a total of 39 beds.³⁹ Recent research on statewide farmworker housing trends has found that one of the most significant changes in the farm labor housing market has been the precipitous decline in the number of employer-owned centers, a finding that is consistent with the experience of Napa County.⁴⁰ Many survey respondents who choose not to provide farmworker housing cited the burdens of regulatory compliance and liability and their decision to hire farm labor through labor contractors.⁴¹ This reliance on labor contractors explains in part why many farmworkers live outside Napa County. However, several employers indicated that farmworkers are not interested in worker housing, due to the physical isolation of agricultural properties, the lack of community and the associated amenities of higher density living (such as proximity to childcare and schools), and the desire to ultimately become homeowners.⁴²

When asked what the ideal situation would be for themselves and their families, nearly 38 percent of respondents indicated a preference for family housing at or near their work sites. Only slightly fewer (34 percent) expressed preference for family housing in a city/town in Napa County. Importantly, less common was the preference for solo housing at or near the work site (17 percent), solo housing in a city/town in Napa County (9 percent), and family housing outside of Napa County (4 percent).⁴³

³⁷ City of St. Helena, Housing Committee. January 2012. Housing Survey. PowerPoint Presentation.

³⁸ BAE Urban Economics "Final Report: 2012 Napa County Farmworker Housing Needs Assessment" March, 2013. (Pg. 32).

³⁹ Ibid.

⁴⁰ Villarejo, D. December 2010. "The Challenge of Housing California's Hired Farm Laborers." Rural Housing, Exurbanization, and Amenity-Driven Development. Edited by D Marcouiller, M Lapping, and O Furuseth. P.193-207.

⁴¹ BAE Urban Economics "Final Report: 2012 Napa County Farmworker Housing Needs Assessment" March, 2013. (Pg. 32).

⁴² Ibid.

⁴³ BAE Urban Economics "Final Report: 2012 Napa County Farmworker Housing Needs Assessment" March, 2013. (Pg. 46).

Napa Valley Community Housing provides subsidized housing in Napa County, managing 406 units in 13 developments located in the City of Napa, St. Helena, and Yountville. Of these, approximately 105 units are occupied by self-identified farmworker households. The average income of these farmworker households is \$43,500, and the average household size is 5 persons.⁴⁴ The majority of respondents in the 2012 assessment cited affordability concerns and the need for more year-round housing options; 50 percent noted that there is not enough housing appropriate for families. In addition, the cost of market rate rentals can exceed farmworker household incomes and may result in overcrowding.

Families and Persons in Need of Emergency Shelters

Data are not available on the homeless population of St. Helena specifically. Consequently, data for Napa County inform a discussion of families and persons in need of emergency shelter in St. Helena. The two main sources of data on homeless in Napa County are 2006 Ten Year Plan to End Homelessness and the 2013 Point-In-Time Count completed by the Napa County Health and Human Service Agency. 2007 annual homelessness plan completed by the Napa County Continuum of Care (CoC). The CoC is a HUD-regulated document that is required to receive federal assistance. The CoC survey, sponsored by homeless organizations and agencies throughout the county, estimates the difference between the demand for emergency shelter, transitional housing, and permanent supportive housing and the supply of such facilities.

Exhibit 1 in the Napa CoC presents a The point-in-time survey is a census of homeless individuals in Napa County on one night during the last week of January who are living in emergency shelters, transitional housing, and public places not meant for human habitation. The survey was last conducted on January 28, 2013, of the homeless persons in Napa County on January 1, 2007. This is not an annual estimate of homeless needs throughout the year, but rather an estimate of the needs of the homeless in Napa County on one particular day. There are no data presently available documenting the increased level of demand for shelter in Napa County during particular times of the year. Due to the relatively mild climate, the only time of year when increased demand appears to be a factor is during the winter months (December to March). The biannual homeless count takes place in January, which is a period when demand for shelter typically is at its highest. The City therefore bases its year-round estimate on the homeless population on this survey.

⁴⁴ BAE Urban Economics "Final Report: 2012 Napa County Farmworker Housing Needs Assessment" March, 2013. (Pg. 35).

The point-in-time survey indicates there are 68 unsheltered persons in Napa County. Since the count does not include a breakdown of the homeless population by jurisdiction, the City estimates its homeless population based on the St. Helena's share of the countywide population, which is 4.3 percent of the population, or approximately 3 homeless persons.

The point-in-time survey shows that there were 119 persons in emergency shelter beds and 58 persons in transitional housing on the day of the count, for a total of 245 sheltered and unsheltered homeless persons. Of all sheltered and unsheltered persons, 37 were reported as chronically homeless, 19 were veterans, 39 were severely mentally ill, 72 had chronic substance abuse, and 19 were victims of domestic violence. Forty-six were under 18 years.

As shown in Table 32, the Napa County survey estimated a need for approximately 430 emergency shelter, transitional housing, and permanent supportive housing beds. At present, there are only 274 beds available countywide, leaving an unmet need of approximately 156 beds, including 63 for individuals and 93 for families.

The needs of St. Helena residents also appear to be growing. The St. Helena Community Food Pantry, a 501(c)(3) nonprofit agency facilitates food distribution to needy families at ~~run by the~~ Seventh Day Adventist Church. In 2013, the Food Pantry ~~serves~~ served around ~~120-200 families~~ per weekhouseholds with 700 individuals, and this is about a 25 percent increase from one year ago. This year the Food Pantry had received about 8 to 10 new applications for food each month. Sixty-six percent of these households accessed the Food Pantry on a monthly basis, which indicates that households' need is based not on an emergency of crisis but due to ongoing food insecurity. The Food Pantry documented that 71 percent of the clients visiting the Food Pantry were Hispanic, 37 percent were children under the age of 18, and 16 percent were seniors. The agency also reports that 20 percent of the clients they served were unemployed, and 9 percent consisted of individuals living in a multi-family household. In 2013, the Food Pantry received applications from 37 households.⁴⁵

Given the documented need for emergency shelters in Napa County, St. Helena is subject to Government Code Section 65583(a) (4). This code section, which became effective as of January 1, 2008, requires jurisdictions to designate zoning districts adequate for facilities to accommodate the identified need for emergency shelters, wherein emergency shelters must be allowed without a conditional use or other discretionary permit. ~~that St. Helena accommodate the development of at least one, year-round, emergency shelter within its jurisdiction and have capacity in either St. Helena or County emergency shelters for homeless residents.~~^{46 47} In January 2015, the City

⁴⁵ Personal Communication. Shirley King, Program Director, St. Helena Food Pantry. March 13, 2014.

⁴⁶ Building Block for Effective Housing Elements, "Adequate Sites Inventory and Analysis: Zoning for

amended the Zoning Code to allow emergency shelters as a permitted use by right in the Service Commercial and Industrial zoning districts. The designated emergency shelter areas in St. Helena have adequate capacity to accommodate a year-round emergency shelter that could provide temporary lodging for the City's share of the countywide homeless population, which is estimated to be 3 individuals in 2013.

St. Helena can meet this requirement in one of two ways, 1) designate zone(s) within one year that allow emergency shelters as a permitted use or 2) "adopting and implementing a multi-jurisdictional agreement, with no more than two adjacent jurisdictions, to develop at least one year-round emergency shelter within two years."⁴⁸ - -

Therefore, St. Helena must further its efforts to provide emergency shelters by either amending the Municipal Code to allow emergency shelters as a permitted use by State established deadline of August 31, 2010 or by establishing plans with adjacent jurisdictions to build new emergency shelter facilities to meet the bed shortage by August 31, 2011. In relation to unmet transitional and supportive housing needs, State law only requires that there are no undue governmental constraints.

Summary

The disabled population of St. Helena equals around 15-12 percent of the total population ages five years and above. Napa County has a similar percentage, while the Bay Area as a whole, only about five-10 percent of the total population has disabilities. In St. Helena, people in the 65 and older age category represent the greatest number of people with disabilities.

The eElderly population households of St. Helena represents a higher percentage of the total population households in St. Helena, at about 27.535-percent as compared to approximately 25.526 percent in Napa County and almost 1920 percent in the Bay Area. Elderly owner households are less more likely to have high housing cost burdens of less than 30 percent, and more likely to have severe housing cost burdens compared to the total population of all St. Helena households.

Large family households in St. Helena constitute almost about 12-4 percent of total households, which closely aligns to is much lower than the rates in Napa County and the Bay Area. All of the 55 lower-income large families have excessive housing cost burdens. Among these large family households, a higher percentage has housing cost burdens below 30 percent compared to the

Emergency Shelters and Transitional Housing".

http://www.hcd.ca.gov/hpd/housing_element2/SIA_variety.php. Accessed February 14, 2014.

⁴⁷ Senate Bill 2, Chapter 633. Amendment to Acts 655582, 65583 and 65589.5. Approved by Governor on October 13, 2007. Effective January 1, 2008. Accessed February 17, 2014.

⁴⁸ *Ibid.*

⁴⁹ *Ibid.*

~~general population of St. Helena. However, all extremely low and very low-income large families experienced excessive or severe housing cost burdens in 2000.~~

Single female-headed households with children represent around ~~6.55~~ percent of total St. Helena households. Although the number of single female-headed households is small, it is likely that a higher percentage of these types of households relative to the general household population in St. Helena have incomes below the poverty line.

~~Finally,~~ St. Helena addresses the needs of both farmworker and homeless needs through countywide cooperation. The ~~study by the California Institute for Rural Studies~~ Napa County Farmworker Housing Needs Assessment, which examines the housing needs of farmworkers, concluded that farm labor centers only meet the needs of a small subsection of farmworkers. The majority of farmworkers cited a need for more year-round, affordable family housing located close to work sites, rely on market rate housing, which is often overcrowded. There is a significant need for farmworker housing in St. Helena, and the Housing Element contains programs to specifically address farmworker housing needs as well as support affordable housing programs that also serve farmworkers and their families.

~~In addition,~~ The current supply of emergency shelters, transitional housing, and permanent supportive housing does not meet the demand for each of these housing types. Therefore, To meet its share of the homeless population's housing needs, St. Helena must have designated zoning districts adequate to accommodate an emergency shelters for at least 3 homeless individuals. These districts allow emergency shelters without a conditional use permit.

In addition, the City amended the Municipal Code to treat transitional housing and supportive housing as residential uses. As required by state law, transitional and supportive housing are subject only to the same permitting process as other similar residential uses in the same zone without undue special regulatory requirements. For example, a proposed multifamily supportive housing project is subject to the same permitting process as any other similar multifamily development in the same zoning district. work with the County and other incorporated cities to address the unmet demand for emergency shelters in accordance with the provisions outlined in Government Code Section 65583(a)(4).

Table 27: Civilian Non-Institutionalized Population with Disabilities, 2012

Age Range and Disability Type	City of St. Helena		Napa County		Bay Area	
	2012		2012		2012	
	Population	Percent of Total	Population	Percent of Total	Population	Percent of Total
Age 5-17	30	0.5%	756	0.6%	37,943	0.6%
Hearing Disability	0	0.0%	122	0.1%	5,069	0.1%
Vision Difficulty	11	0.2%	124	0.1%	6,087	0.1%
Cognitive Difficulty	24	0.4%	550	0.4%	26,707	0.4%
Ambulatory Difficulty	0	0.0%	53	0.0%	5,832	0.1%
Self-Care Difficulty	0	0.0%	76	0.1%	8,993	0.1%
Age 18-64	196	3.6%	6,269	5.0%	308,097	4.6%
Hearing Disability	83	1.5%	1,314	1.0%	58,754	0.9%
Vision Difficulty	47	0.9%	893	0.7%	49,048	0.7%
Cognitive Difficulty	14	0.3%	2,892	2.3%	133,208	2.0%
Ambulatory Difficulty	83	1.5%	2,769	2.2%	143,630	2.2%
Self-Care Difficulty	0	0.0%	1,404	1.1%	57,066	0.9%
Independent Living Difficulty	0	0.0%	2,397	1.9%	113,163	1.7%
Age 65 and Over	411	7.5%	7,254	5.7%	299,738	4.5%
Hearing Disability	182	3.3%	3,275	2.6%	116,201	1.7%
Vision Difficulty	53	1.0%	1,206	1.0%	52,207	0.8%
Cognitive Difficulty	119	2.2%	1,786	1.4%	82,959	1.2%
Ambulatory Difficulty	179	3.3%	4,597	3.6%	191,446	2.9%
Self-Care Difficulty	64	1.2%	1,794	1.4%	83,225	1.3%
Independent Living Difficulty	163	3.0%	2,956	2.3%	152,367	2.3%
Total Disabled Population	637	11.7%	14,279	11.3%	645,778	9.7%
Total Population 5 Years and Over	5,464		126,434		6,650,852	

Source: 2008-2012 American Community Survey 5-year estimates.

Table 28: Household Tenure by Age of Householder, 2000 and 2012

Age of Householder	City of St. Helena				Napa County				Bay Area			
	2000 (a)		2012 (est.)		2000 (a)		2012 (est.)		2000 (a)		2012 (est.)	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Owner-Occupied												
15-24	9	0.4%	0	0.0%	152	0.3%	78	0.2%	8,496	0.3%	5,632	0.2%
25-34	25	1.1%	8	0.3%	1,943	4.3%	1,777	3.6%	134,030	5.4%	104,156	4.0%
35-54	542	22.8%	329	12.1%	12,934	28.5%	11,339	23.0%	695,711	28.2%	639,903	24.7%
55-64	301	12.7%	399	14.7%	5,365	11.8%	7,168	14.6%	245,606	10.0%	333,925	12.9%
65-74	221	9.3%	372	13.7%	4,426	9.7%	5,158	10.5%	174,781	7.1%	203,998	7.9%
75 and older	233	9.8%	305	11.2%	4,734	10.4%	4,935	10.0%	165,335	6.7%	179,493	6.9%
Subtotal: Owner-Occupied	1,332	56%	1,413	55%	29,554	65%	30,455	63%	1,423,958	58%	1,467,107	56%
Renter-Occupied												
15-24	21	0.9%	114	4.2%	1,030	2.3%	1,085	2.2%	78,151	3.2%	71,707	2.8%
25-34	241	10.1%	160	5.9%	3,927	8.7%	4,763	9.7%	316,675	12.8%	308,589	11.9%
35-54	489	20.5%	606	22.3%	7,083	15.6%	7,433	15.1%	437,577	17.7%	465,017	17.9%
55-64	93	3.9%	153	5.6%	1,369	3.0%	2,845	5.8%	83,920	3.4%	140,586	5.4%
65-74	48	2.0%	76	2.8%	799	1.8%	1,208	2.5%	56,975	2.3%	67,929	2.6%
75 and older	157	6.6%	190	7.0%	1,640	3.6%	1,420	2.9%	68,763	2.8%	71,210	2.7%
Subtotal: Renter-Occupied	1,048	44%	1,299	45%	15,848	35%	18,754	37%	1,042,061	42%	1,125,038	44%
Total Households	2,380	100%	2,712	100%	45,402	100%	49,209	100%	2,466,019	100%	2,592,145	100%

Notes:

(a) 2000 figures were derived using Census Summary File 1 total household figures, and Census Summary File 3 households by age of householder and tenure distribution figures.

Sources: Census 2000; 2008-2012 American Community Survey 5-year estimates.

Table 29: Elderly Households and Housing Cost Burden, City of St. Helena, 2010

	All Income Levels		Extremely Low-Income (Less than 30% of AMFI)		Very Low-Income (30% to 50% of AMFI)		Low-Income (50% to 80% of AMFI)		Moderate and Above (Over 80% of AMFI)	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Owner Households										
With 0% to 30% Housing Cost Burden	515	48.8%	0	0.0%	15	13.6%	35	26.9%	465	69.9%
With 30% to 50% Housing Cost Burden	100	9.5%	0	0.0%	20	18.2%	25	19.2%	55	8.3%
With 50% or Greater Housing Cost Burden	130	12.3%	70	46.7%	30	27.3%	15	11.5%	15	2.3%
Subtotal: Owner-Occupied Households	745	70.6%	70	46.7%	65	59.1%	75	57.7%	535	80.5%
Renter Households										
With 0% to 30% Housing Cost Burden	100	9.5%	10	6.7%	15	13.6%	10	7.7%	65	9.8%
With 30% to 50% Housing Cost Burden	30	2.8%	15	10.0%	0	0.0%	0	0.0%	15	2.3%
With 50% or Greater Housing Cost Burden	170	16.1%	55	36.7%	25	22.7%	40	30.8%	50	7.5%
Subtotal: Renter-Occupied Households	310	29.4%	80	53.3%	45	40.9%	55	42.3%	130	19.5%
Total Households	1,055	100%	150	100%	110	100%	130	100%	665	100%

Note:

(a) Figures reported above are based on the HUD-published CHAS data, derived from the 2006-2010 American Community Survey. CHAS household income categories reflect HUD-defined household income limits in HUD-specified geographic areas. HUD defines elderly as age 62 and up. Numbers may not add up due to HUD rounding of published data.

Table 30: Family and Non-Family Households by Size, 2000 and 2012

Household Type and Size	City of St. Helena				Napa County				Bay Area			
	2000		2012 (est.)		2000		2012 (est.)		2000		2012 (est.)	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Family Households (a)												
2-person Household	652	27.4%	987	36.4%	13,309	29.3%	14,838	30.2%	593,764	24.1%	641,784	24.8%
3-person Household	281	11.8%	285	10.5%	6,323	13.9%	6,050	12.3%	362,953	14.7%	398,478	15.4%
4-person Household	294	12.4%	210	7.7%	5,785	12.7%	6,739	13.7%	335,693	13.6%	372,015	14.4%
5+ -person Household	255	10.7%	120	4.4%	5,277	11.6%	5,969	12.1%	302,060	12.2%	271,553	10.5%
Subtotal: Family Households	1,482	62%	1,602	59%	30,694	68%	33,596	68%	1,594,470	65%	1,683,830	65%
Non-Family Households (a)												
1-person Household	752	31.6%	914	33.7%	11,733	25.8%	12,211	24.8%	637,575	25.9%	698,815	27.0%
2-person Household	126	5.3%	145	5.3%	2,384	5.3%	2,742	5.6%	179,385	7.3%	184,960	6.4%
3-person Household	17	0.7%	51	1.9%	373	0.8%	356	0.7%	34,379	1.4%	27,980	1.1%
4-person Household	2	0.1%	0	0.0%	105	0.2%	217	0.4%	12,364	0.5%	11,460	0.4%
5+ -person Household	1	0.0%	0	0.0%	113	0.2%	87	0.2%	7,846	0.3%	5,100	0.2%
Subtotal: Non-Family Households	898	38%	1,110	41%	14,708	32%	15,613	32%	871,549	35%	908,315	35%
Total Households	2,380	100%	2,712	100%	45,402	100%	49,209	100%	2,466,019	100%	2,592,145	100%

Notes:

(a) A "family" household is two or more related people living together. Non-family households are single people living alone, or two or more unrelated people living together.

Sources: Census 2000, 2008-2012 American Community Survey 5-year estimates.

Table 31: Large Family Households and Housing Cost Burden, City of St. Helena, 2010

	All Income Levels		Extremely Low-Income (Less than 30% of AMFI)		Very Low-Income (30% to 50% of AMFI)		Low-Income (50% to 80% of AMFI)		Moderate and Above (Over 80% of AMFI)	
	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total	Number	Percent of Total
Owner Households										
With 0% to 30% Housing Cost Burden	75	39.5%	0	-	0	0.0%	0	0.0%	75	55.6%
With 30% to 50% Housing Cost Burden	40	21.1%	0	-	0	0.0%	20	50.0%	20	14.8%
With 50% or Greater Housing Cost Burden	0	0.0%	0	-	0	0.0%	0	0.0%	0	0.0%
Subtotal: Owner-Occupied Households	120	60.5%	0	-	0	0.0%	20	50.0%	100	70.4%
Renter Households										
With 0% to 30% Housing Cost Burden	25	13.2%	0	-	0	0.0%	0	0.0%	25	18.5%
With 30% to 50% Housing Cost Burden	45	23.7%	0	-	15	100.0%	20	50.0%	10	7.4%
With 50% or Greater Housing Cost Burden	0	0.0%	0	-	0	0.0%	0	0.0%	0	0.0%
Subtotal: Renter-Occupied Households	70	36.8%	0	-	15	100.0%	20	50.0%	35	25.9%
Total Households	190	97%	0	-	15	100%	40	100%	135	96%

Note:

(a) Figures reported above are based on the HUD-published CHAS data, derived from the 2006-2010 American Community Survey. CHAS household income categories reflect HUD-defined household income limits in HUD-specified geographic areas. HUD defines large families as those with 5 or more persons. Numbers may not add up due to HUD rounding of published data.

Sources: 2006-2010 CHAS, huduser.org, 2014.

Table 32: Single Female-Headed Households with Children, 2000 and 2012

	City of St. Helena			Napa County			Bay Area		
	2000 (a)	2012 (est.)	Percent	2000 (a)	2012 (est.)	Percent	2000 (a)	2012 (est.)	Percent
Single Female-Headed Households with Children (b)									
Owner	71	0	3.0%	771	751	1.7%	44,170	40,876	1.8%
Renter	83	127	3.5%	1,468	1,662	3.2%	90,138	101,674	3.7%
Total: Single Female-Headed Households with Child	154	127	6.5%	2,239	2,427	4.9%	134,308	141,177	5.4%
Total Households	2,380	2,712		45,402	49,209		2,466,019	2,592,145	

Notes:

(a) 2000 figures were derived using Census 2000 Summary File 1 total households estimates and Summary File 3 single female-headed households by tenure distribution estimates.
 (b) Family household with a female head of household, no husband present, and one or more household members under the age of 18, as defined by the U.S. Census.

Sources: Census 2000, 2008-2012 American Community Survey 5-year estimates.

Table 33: Farm Employment, Napa County, 1993 - 2012

Year	Annual Farm Employment	Annual Percent Change
1993	3,400	n.a.
1994	3,300	-2.9%
1995	3,600	9.1%
1996	3,800	5.6%
1997	4,200	10.5%
1998	4,400	4.8%
1999	4,400	0.0%
2000	4,900	11.4%
2001	5,300	8.2%
2002	5,300	0.0%
2003	4,900	-7.5%
2004	4,700	-4.1%
2005	4,600	-2.1%
2006	4,700	2.2%
2007	4,900	4.3%
2008	4,900	0.0%
2009	4,900	0.0%
2010	4,700	-4.1%
2011	4,800	2.1%
2012	4,800	0.0%
Total Change 1993 - 2012	1,400	41.2%

Note:

(a) These figures reflect the total numbers of employees reported to be working in the farm industry, defined as NAICS Codes 111000-113200 and 114000-115000. These figures do not include self-employed farm owners or their relatives, winery or wine production employees, or employees who do not receive unemployment insurance through their employer ("informal workers"). Farm workers hired through contracting or management companies based outside Napa County may not be reported in these figures.

Source: California Employment Development Division, Industry Employment - Official Monthly Estimates (CES), 2014.

Table 34: Farmworkers, Napa County, 2012

Employment Period	Total Farmworker Estimates
Regular Workers (worked more than 7 months a year)	2,400
Seasonal Workers (worked between 3 and 6 months a year)	1,200
Harvest Only Workers (worked less than 3 months a year)	1,200
Total Farmworkers	4,800

Note:

(a) Research consultants surveyed 350 Napa farmworkers about their employment situations and housing needs. Results from the survey indicate that the farm labor workforce is currently evenly split among workers employed less than three months per year, those employed between three and six months, those employed between seven and ten months, and those employed more than ten months.

Source: 2012 Napa County Farmworker Housing Needs Assessment, BAE Urban Economics for Napa County Housing and Intergovernmental Affairs, March 29, 2013.

Table 35: Farmworker Rents and Incomes, Napa County, 2005

<u>Monthly Housing Costs (b)</u>	<u>Surveyed Farmworkers</u>	<u>Farmworkers Residing in Napa County</u>
Renters		
Average Rent per Adult	\$252	n.a.
Respondents with a spouse and/or children	\$319	\$345
Respondents, unaccompanied	\$218	\$254
Utilities (c)	\$66	n.a.
Homeowners		
Average Mortgage Payment	\$2,167	n.a.
Utilities	\$225	n.a.

<u>Farmworker Occupations</u>	<u>Surveyed Farmworkers</u>	<u>Reported Mean Annual Earnings</u>	<u>Total Household Income</u>
General Laborers	159	\$15,745	\$19,122
Specialized Laborers	19	\$26,317	\$33,268
Foreman or Supervisor	11	\$37,000	\$50,294

Notes:

(a) The data reported above are from a farm worker survey of 189 respondents who worked in any part of Napa County between September and November 2006. The interviewees were selected based on place of employment. A stratified random sample came from registered farm labor contractors, vineyard properties with unique site identification assigned by the Napa County Agricultural commissioner, and one large nursery farm. Three workers from each selected crew were interviewed.

(b) 87 percent of survey respondents rent, 11 percent own, and the remaining two percent report receiving free housing from their employer.

(c) Only 55 percent of renter respondents reported paying for utilities, with \$66 being the average reported by respondents who pay rent.

Sources: An Assessment of the Demand for Farm Worker Housing in Napa County, California Institute for Rural Studies, March, 2007
BAE, 2008.

Non-governmental and Governmental Constraints

Constraints on the development of housing are divided into non-governmental constraints and governmental constraints. Non-governmental constraints include the price of land, cost of construction, availability of financing, and overall housing production costs. Governmental constraints include land use controls, codes and enforcements, on and off site improvements, fees and exactions, processing and permit procedures, and regulations affecting housing for persons with disabilities.

Non-governmental Constraints

Price of Land

According to [DataQuickRealtor.com](#), a private data vendor and an on-line resource operated by the [Nation Association of Realtors](#), there were approximately ~~six~~ seven sales of vacant ~~residential~~ land between ~~January 2006~~ September 2013 and ~~October 2008~~ March 2014 in the St. Helena area. Sales are reported between \$80,000 and \$6,500,000 for properties ranging in size from 3,250 square feet to 83 acres. Several of the properties have large vineyards. A one-acre flat parcel sold with a planted vineyard and potential for one new residence sold for \$965,000. An 8.5 acre lot property with a vineyard at 851 Silverado Trail sold for \$860,000. A 3,250 square foot lot in downtown St. Helena, with potential to build a small cottage, sold for \$207,000.

In addition to these sales, the City of St. Helena purchased a high density residential parcel located at 684 McCorkle Place in 2013. The half-acre parcel sold for \$700,000. The City intends to develop 9 to 12 affordable units on the property. In 2012, a 9,525 square foot parcel at 1105 Pope Street was purchased for \$375,000 and subsequently donated to Calistoga Affordable Housing (CAH). The City approved an 8-unit affordable housing project at 1105 Pope Street in 2013.

Of these, three have no reported sales price. The remaining three sales records include one parcel on Hunt Avenue that sold for \$525,000 in early 2006, and two parcels on College Avenue that sold for around \$885,000 in early 2007 and 2008. On a per acre basis, using the existing sales records, the price range for vacant land in St. Helena ranges between approximately \$1.8 million and \$2.5 million per acre.

Cost of Construction

Construction costs include both hard costs, such as labor and materials, and soft costs, including architectural and engineering services and development fees. According to local contractors and realtors, construction costs in St. Helena vary between \$200 and \$250 per square foot for average construction and can go up to \$500 per square foot for a high-end, custom-built single family

house. Soft costs (including architectural and engineering fees, property taxes during construction, city and utility fees, and construction loan interest and fees) typically increase these costs by approximately 35 to 40 percent. Construction costs can be higher if lots require substantial site work due to steep slopes, unstable soils, waterways, and other environmental concerns.

According to local developers, hard construction costs (including site improvements) for a typical two or three-story multi-family development averages \$175-\$195 per square foot. Soft costs typically add 45 to 50 percent to this base cost.

A pro-forma budget developed for the Calistoga Affordable Housing 8-unit project at 1105 Pope Street estimates hard construction costs at \$1.4 million and soft costs at \$625,000 for a total of \$2,025,000, or approximately \$300 per square foot and \$253,000 per unit.

The following section contains construction cost estimates for two residential projects in varying stages of development within St. Helena: Vineland Station and a proposed housing project by Merrey Housing.

Market Rate Housing

Vineland Station is a mixed-use development on 8.5 acres in St. Helena being developed by the Friedrich Company. To date, two commercial buildings have been completed with 63,000 square feet of retail, office, and restaurant space. Another building containing 19,000 square feet is currently under construction, with commercial space on the first level and ten one-bedroom apartments on the second floor.⁵⁰ The apartments will each be about 700 square feet in size and 1 unit will be affordable to a very low income household and 1 unit will be affordable to a low-income household.⁵¹ Rodney Friedrich of the Friedrich Company provided information on the construction costs for the 19,000 square foot building containing both residential and commercial uses. Since the project is not yet complete, Mr. Friedrich could only provide estimates of costs based upon bids received, impact fees paid to the City, and his own experience. The estimated construction costs of the building, with no tenant improvement allowances and no contingencies, will be about \$3.2 million or \$168 per square foot. Additional costs include \$0.5 million in site improvement costs, \$860,000 in impact fees already charged by the City, construction loan fees, and soft costs such as advertising, legal, and architecture and engineering fees. The estimated total cost, excluding the costs of land and the time spent by Mr. Friedrich, amounts to around \$6.05 million or \$318 per square foot.

The cost of the land for this particular project is hard to factor in, considering it is a piece of a larger 34-acre parcel purchased in 1981, although Mr. Friedrich estimates that the raw 8.5 acres

⁵⁰ Personal Communication with Rodney Friedrich, Friedrich Company, December 4, 2008.

⁵¹ Ibid.

containing the Vineland Station development would sell for between \$12 and \$15 million, or between \$1.4 million and \$1.8 million per acre.

Affordable Housing

Mersey Housing has filed a pre-application and proposed to build a 112-unit mixed-income housing development on a 10-acre parcel located on Pope Street in St. Helena. The preliminary plan, which may change as the project progresses, includes:

- 30 apartments
- 20 small lot, single-family homes
- 15 detached single-family homes
- 47 townhomes⁵²

The 30 apartments will all be affordable to households with incomes of 30 to 60 percent of area median income (AMI). Six for-sale units will be targeted for households at 80 percent of AMI; 11 for-sale units will be affordable for households at 100 percent of AMI; 14 at 120 percent of AMI; 9 at 150 percent of AMI; 8 at 180 percent of AMI; and, 34 units will be market-rate units.⁵³ These unit counts mirror the income distribution in St. Helena. Paul Ainger, Senior Project Developer at Mersey Housing, estimates that the site improvement costs, including bio swales and gray water piping will be about \$10 per square foot, and that building construction cost will be around \$100 per square foot. These site improvement costs are slightly below the site improvement costs of other recently completed affordable housing projects in Napa County, including Vineyards Crossing (about \$12 per square foot), and the Magnolia Park Townhomes (around \$14 per square foot).⁵⁴ The construction cost estimates are significantly below the construction costs per square foot for other projects, with Vineyards Crossing at about \$150 per square foot, and the Magnolia Park townhomes at around \$166 per livable square foot.

Overall Housing Production Costs

Based upon the cost estimates discussed above, overall multifamily production costs are estimated at between ~~\$249,000~~\$260,000 and ~~\$283,000~~\$300,000 per unit for a prototype project on a ~~1.20~~1.5 acre site with ~~30~~16 multifamily rental units averaging ~~1,020~~850 square feet. This estimate assumes land costs of \$750,000, ranging from \$1.8 million to \$2.5 million per acre, construction costs of \$250 to 300 per square foot (including all hard and soft costs), ~~100 per square foot, on- and off-site improvements of \$10 per square foot, soft costs at 15 percent of hard costs, impact fees of~~

⁵² Pope Street Mixed Income Housing Concept. Received December, 16, 2008

⁵³ Personal Communication, Paul Ainger, Senior Project Developer, Mersey Housing December 8, 2008

⁵⁴ Personal communication with Napa Valley Community Housing, and Mid-Peninsula Housing Coalition, June 2008.

~~\$437,700 as calculated by the City of St. Helena,~~ and conservative assumptions regarding financing costs.

The rental rate required to cover the overall production cost of these units is ~~close approximately to \$2,000~~ \$1,950 per month, assuming a cap rate of 6.5 percent, a 5 percent vacancy rate, and annual operating expenses of \$4,000 per unit. A rental rate of approximately ~~\$2,000~~ \$1,950 per month for a ~~21~~ 32-bedroom unit is affordable to ~~32~~ 32-person moderate-income households and those households with above moderate incomes. To make the units affordable to lower income households, a subsidy may be necessary.

The overall production costs of single-family housing units would be more expensive than multifamily housing because of the higher cost of land per unit constructed due to the low density associated with single-family development. These high costs make single-family housing units unaffordable to very low-income, low-income, and moderate-income households. Therefore, a subsidy would most likely be necessary to make single-family housing units affordable to moderate-income households and below.

Availability of Financing

St. Helena is affected by the conditions in the national credit market. High national foreclosure rates, climbing interest rates, and failing banks have tightened the credit market and made it hard for developers to obtain construction and permanent loans to build units. The credit crisis has seriously curtailed the availability of nontraditional mortgage products like adjustable rate mortgages and subprime mortgages.

Quality credit scores, documentable income, and a significant down payment are now crucial to obtaining a home loan, thereby limiting the number of households able to obtain financing to purchase homes. This will exclude certain households who previously could have qualified to buy homes forcing them into the rental market. The high overall production costs coupled with the decrease in the availability of credit indicates that St. Helena may have to increase the number of rental units available to provide these households displaced from the for-sale market households with adequate rental housing options.

In addition, current market conditions make it difficult to obtain financing for new housing developments. Capital availability is very limited and reserved only for projects that pose the least risk and the highest chance of return. ~~For example, the Vineland Station Development received financing for about half of the project a year ago prior to the tightening of the credit market, but there is concern about how to obtain the financing necessary to complete the project.~~⁵⁵

⁵⁵ ~~Personal Communication with Rodney, Friedrich Company, December 4, 2008.~~

Napa River Flooding

The Napa Valley near the Napa River and along some of its tributaries is prone to flooding. The Napa River flows are largely influenced by precipitation. The peak flows generally occur in January and February. Some of the worst flooding in the immediate area of St. Helena has occurred in December and April, especially in and around Vineyard Valley, which is near the confluence of Sulphur Creek and the Napa River. Flood hazards also exist in the York Creek and Sulphur Creek Watersheds in St. Helena.

Significant flood control improvements consisting of levees and flood walls have been constructed along the Napa River at a cost of approximately \$15 million since the 2009 Housing Element was prepared. These flood control improvements have removed approximately 70 acres of land that is zoned for medium density housing from the 100-year flood plain.

All new construction and substantial improvements in special flood hazard areas as defined by the Federal Emergency Management Agency are required to comply with the provisions of Municipal Code Chapter 15.52 "Flood Damage Prevention." The development standards are intended to meet, if not exceed, minimum National Flood Insurance Program (NFIP) criteria for requirements for floodplain management regulations. New development in these areas are required to assure that proposed development: 1) is designed or modified and anchored to prevent flotation, collapse and lateral movement of the structure; 3) uses construction materials and utility equipment that are resistant to flood damage; and 4) uses construction methods that minimize flood damage. In addition, projects must be elevated 18 inches above the base flood elevation.

The Napa River flooded lands along the northeast border of St. Helena in both 1986 and 1995, damaging the Vineyard Valley Mobile Home Park and other single family homes along Pratt Ave. In 1995, the Hunt's Grove Apartments were also flooded. Floods cost the City \$50 million.⁵⁶ The Comprehensive Flood Protection Study revealed that the lands between Pratt Street and the Pope Street Bridge in St. Helena face the highest risk of flooding.⁵⁷ Consequently, land in this section of St. Helena is not available for new development until the Flood Protection Project is complete. St. Helena is in the process of completing the Comprehensive Flood Protection Project to mitigate the effects of the flooding on both current and future residential development in the flood plain. Details regarding the City of St. Helena's flood projects are included in the Governmental constraints section of this report.

Governmental Constraints

Local government can directly influence housing production cost through land use controls,

⁵⁶ St. Helena Comprehensive Flood Protection Project: 2006 Plan Project Description July, 2006. (Pg. 3)

⁵⁷ St. Helena Comprehensive Flood Protection Project: 2006 Plan Project Description July, 2006.

building codes, on and off site improvement standards, fees and exactions, processing and permit procedures, regulations affecting housing for persons with disabilities, and with government codes and enforcement. This section discusses each of these topics and identifies the governmental controls that may adversely effect housing production.

Preservation of Agricultural Land

One of the major thrusts of the City's land use controls is to encourage in-fill development while preserving land for agriculture. The agricultural soils of St. Helena are identified as Prime Farmland by the California State Department of Conservation, Division of Land Resource Protection, Farmland Mapping and Monitoring Program. The wines produced from the grapes in this region achieve international recognition for their superb quality.

Roughly one-half of the 3,055 acres within the incorporated limits of the City are considered urbanized area. This portion of the City of St. Helena is defined by an Urban Limit Line (ULL) which denotes the area within which urban development is allowed. The intent of the ULL is to discourage urban sprawl by containing urban development within a limited area.

There are approximately 1,500 acres of land outside of the Urban Limit Line, but inside the incorporated limits of the City of St. Helena. Most of this land is farmed and planted to vineyards.

Land-Use Controls

The St. Helena Zoning Ordinance and General Plan can affect housing production because they determine the location, amount of land, and also the density of housing.

Zoning Ordinance

Title 17 of the St. Helena Municipal Code outlines both the residential and nonresidential zoning designations. Table 36 provides a list of all of the residential zoning districts as well as information on the rights and requirements associated with each district. Residential uses, [including transitional and supportive housing](#), are permitted by right in the following zones: Twenty-Acre Agriculture (A-20), Winery (W), Woodland Watershed (WW), Agricultural Preserve (AP), Low Density Residential One Acre Minimum (LR-1A), Low Density Residential (LR), Medium Density Residential (MR), and High Density Residential (HR).

In terms of units per acre, the lowest allowable density is the AP district. The AP district [only](#) permits, by right, one single-family unit per 40-acre lot. ~~With a conditional use permit, farmworker and seasonal farmworker camps can be built at higher densities in this zone.~~ The A-20 and W zones allow one single-family dwelling and one second unit by right on 20 acres of land. ~~With a conditional use permit, this zone can accommodate more than one second unit, as well as farm labor housing above the initially permitted density.~~ [Agricultural employee housing for up to 36](#)

[beds in group quarters or 12 units designed for use by a single family or household is permitted by right in the AP, A-20 and W districts.](#)

Both the LR and LR-1A zones permit by right not only single-family dwellings, but also permanent mobilehomes, and [agricultural employee housing](#), intermediate care, residential, developmentally disabled, and nursing facilities for six or fewer persons. The LR-1A allows one unit per acre; however, the LR zone sets a minimum of one unit per acre, and applies a maximum at five units per acre. In addition, both zones permit as a conditional use single-family dwellings at less than one unit per acre and all of the aforementioned types of facilities for seven or more persons.

The MR zone allows the same uses by right and with a conditional use permit as the LR district and also allows small lot developments, condominium, or townhomes with a conditional use permit. Minimum and maximum densities for the MR zone range from 5.1 to 16 DUA. Finally, the HR zone, in addition to allowing the same residential uses by right as the LR and MR zones, permits multifamily dwellings, apartments, [single room occupancy housing](#), and dwelling groups containing four units or less. The allowable density for the HR zone is between 16.1 to 28 DUA. With a conditional use permit, buildings with more than four units, multifamily dwellings, apartments, and dwelling groups are permitted. The conditional use permit requirements for multifamily dwellings of more than four units does not place an undue burden on development because the Magnolia Oaks and Vineland Station development, which both contain apartments, were approved by the City of St. Helena in 2007 without creating unreasonable timeframes for approval and without imposing unreasonable conditions of approval.

In addition to the residential zones described above, some overlay districts can affect the type and amount of housing that can actually be built, including the Planned Development, Rural-Residential, Specific Plan, Flood Plain, Historic Preservation, and Mobile Home Park overlay district. An overlay district expands upon the regulations already set by the underlying zoning district. For example, the Planned Development Overlay District (PD) allows for a wider variety of development, including mixed-use development not otherwise allowed in the zoning code. The PD zone is often applied to large pieces of land and requires approval of a rezoning and a conditional use permit application.

General Plan

While St. Helena is in the process of updating the City's General Plan, the currently valid General Plan was completed in 1993, ~~and dictates land use through 2010.~~ The City of St. Helena consists of approximately [3,1503,025](#) acres, and roughly [1,130925](#) acres are already developed [with residential, commercial or industrial uses, and the remaining 2,100 acres consist of agricultural](#)

~~cropland, open space, parks, and woodlands and watershed land.~~⁵⁸ Not all of the ~~3,1503,000~~ acres within the City of St. Helena are available for development; rather only about 1,500 acres within the Urban Limit Line (ULL) are eligible for development.⁵⁹ ~~The remaining acreage consists of 1,300 acres of agricultural cropland and additional open space.~~ Thirteen land use designations cover the land in St. Helena.

The ULL contains land use designations including Low, Medium, and High Density Residential, Central Business, Service Commercial, Industrial, Business and Professional Office, Parks and Recreation, Public/Quasi-Public, Open Space and Agriculture. The Low, Medium, and High Density Residential land use correspond to the zoning district of the same names presented in Table 35. Some land outside, yet contiguous to the ULL has a General Plan designation of Urban Reserve (UR) indicating that it should be considered first if land outside the ULL is needed for development. All lands with a UR land use designation are zoned A-20.

Residential Growth Management System

The residential growth management system (GMS) first went into effect in 1979, but has been revised most recently in ~~2002-2010~~ in conjunction with the 2002 Housing Element Update.⁶⁰ The stated purpose of the system is “to regulate the residential growth of the city to approximately two percent per year, while providing for both market rate and affordable housing units.”⁶¹ The current GMS establishes a baseline of 2,707 housing units in 2000 (U.S. Census 2000 data) and imposes a limitation of nine building permits for market rate housing per year over 10 years, with a cap of 2,800 units by 2010.⁶² ~~will not allow any more than 2,800 units by 2010. In 20082010, the U.S. Census counted 2,776 DoF estimates the existence of 2,745 housing units in St. Helena, and increase of 69 housing units over ten years, or approximately seven units per year. This is an increase of five units per year given that the 2000 Census housing count stood at 2,707.~~ Not all new residential development is subject to this restriction of nine permits per year. The relevant exemptions include affordable housing, and second dwelling units. The City Council had the power to decide on the number of permits issued for affordable housing units. The Growth

⁵⁸ City of St. Helena General Plan Update 2030, Chapter Two Land Use and Growth Management. http://cityofsthenana.org/sites/default/files/02_land_use_%26_growth_management_revised_07311_0.pdf. Accessed March 14, 2014.

⁵⁹ City of St. Helena General Plan Update 2030, Chapter Two Land Use and Growth Management. http://cityofsthenana.org/sites/default/files/02_land_use_%26_growth_management_revised_07311_0.pdf. Accessed March 14, 2014.

⁶⁰ City of St. Helena Municipal Code. Chapter 17.152. <http://www.codepublishing.com/CA/sthenana/>. Accessed on March 14, 2014.

⁶¹ City of St. Helena Municipal Code. Chapter 17.152. <http://www.codepublishing.com/CA/sthenana/>. Accessed on September 25, 2008.

⁶² City of St. Helena Municipal Code. Chapter 17.152. <http://www.codepublishing.com/CA/sthenana/>. Accessed on September 25, 2008.

Management System has not prevented housing development that would have occurred otherwise. The City has not issued all nine permits each year and puts the excess permits into a bank that “shall only be available for allocation for the construction of market rate units in development projects that include a minimum of forty percent affordable units.”⁶³ These “rollover” permits are only made available for the market rate portion of developments with at least 40 percent ~~of the~~ affordable units ~~affordable to lower-income households~~.

Design Review

Chapter 17.164 of the St. Helena Municipal Code outlines the City’s Design Review policies. The purpose of the policy is to go beyond the controls inherent in the land use controls and building codes and examine individual project proposals for the “general form of the land before and after development, the spatial relationships of the structures and open spaces to proximate land uses and the appearances of building and open spaces as they contribute to an area as it is being developed.”⁶⁴ The Municipal Code lists 17 specific design criteria considered by the Planning Commission and a summary of these points follows:

- Compatibility with the general plan, current site, and surrounding properties.
- Physical characteristics of the buildings and surrounding landscaping
- Employment of green building practices into the design.

The Planning Commission examines all proposed new buildings and structures and exterior additions in relation to the design criteria and arrives at one of three recommendations, approve, approve with minor modifications, or disapprove.⁶⁵ The City staff had noted that the complex and subjective nature of the design review process can be cumbersome for the Planning Commission, and therefore this process may need to be streamlined to facilitate housing development.

The limitations to the design review processes are expressly stated in the Municipal Code, and the one limitation that directly impacts affordable housing states that “the commission is not to use design review intentionally or inadvertently to exclude housing for minority groups or housing for low and moderate income persons.”⁶⁶ Presumably, then, the Planning Commission would take the 17 design criteria into consideration when reviewing affordable housing projects, but not disapprove a project strictly because it is a low cost structure.

Implementation of new Design Review guidelines could commence after the new General Plan is

⁶³ St. Helena Municipal Code. 17.152 Residential Growth Management System

⁶⁴ St. Helena Municipal Code. 17.165 Design Review.

⁶⁵ *Ibid.*

⁶⁶ *Ibid.*

adopted. Assuming that architecturally distinct neighborhoods are identified in the General Plan Community Design element, a consultant would be hired to identify design themes and develop design guidelines for new construction within each of the neighborhoods. The target adoption date for the new General Plan is ~~June 2010~~ mid-2015. Approximately one additional year ~~(to June 2011)~~ will be required for budget adoption, consultant selection, and finalization of design guidelines.

Housing Trust Fund, Housing Impact Fee, and Inclusionary/In-Lieu Fee Requirements

In September 2004, the City Council passed Ordinance 2004-7 adding Chapter 17.146 Housing Trust Fund, Housing Impact Fee, and Inclusionary/In-Lieu Fee Requirements to the St. Helena Municipal Code. The regulations are designed so that new non-residential developments and additions are required to pay a housing impact fee and new residential developments containing five units or more are required to include 20 percent of their units as affordable housing, and developments with less than five units pay an in-lieu fee. The fees collected from the nonresidential and residential development then go into a Housing Trust Fund. The use of Housing Trust Fund monies is directed exclusively to “increase and improve the supply of housing affordable to households of moderate, low and very low income” including costs such as land, construction, financing, and reimbursements to the City.⁶⁷ The monies are available for both ownership and rental projects and services.

These affordable housing requirements do add additional cost to market rate residential development in the process of creating additional affordable housing in St. Helena. To minimize the impact on the price of market rate housing, the Municipal Code allows developers to submit an “alternative equivalent proposal” and offers a series of concessions or incentives.⁶⁸ An “alternative equivalent proposal” enables developers to meet the affordable housing requirements through alternative means like dedicating vacant land as long as the proposed alternative aligns with the purpose of the Municipal Code and is approved by the City Council. Concessions and incentives that are automatically available to residential developers who construct inclusionary units include the opportunity to submit a preliminary development proposal, priority in the City application process, and fee deferment. In addition, the City Council can grant additional concessions and incentives including extra density bonuses, changes to City standards, and monetary assistance. The automatic and discretionary concessions and incentives help expedite the process of building affordable housing and therefore minimize the cost to developers.

~~The City is currently considering changing the Municipal Code policies in relation to~~

⁶⁷ St. Helena Municipal Code. 17.146.030

⁶⁸ St. Helena Municipal Code 17.146.050

nonresidential development housing impact fees. The City Council is considering the option because of the high number of jobs in St. Helena compared with the housing available and the fact that between September 2005 and July 2007, the housing impact fee only generated \$270,000 for the Housing Trust Fund.⁶⁹ The City will consider implementing one of three alternative options as part of the General Plan update.⁷⁰ These three options include 1) raising fees or requiring that developers build housing units based upon building commercial square footage 2) a mixed-use or residential overlay zone to encourage additional residential development, or 3) additional incentives to encourage the construction of housing units.⁷¹

On/Offsite Improvement Standards

The St. Helena Municipal Code lists requirements for new development related to sewer and water connections, parking, curbs, gutters, sidewalks, fire hydrants, and street trees.

Sewer

The City of St. Helena owns the Wastewater Treatment and Reclamation Plant, which provides secondary-level treatment for domestic and commercial wastewater within the City. The plant has a permitted average dry weather treatment capacity of 0.5 million gallons per day (mgd) and can treat up to 2.8 mgd during wet weather.⁷² The wastewater treatment plant has sufficient capacity to meet the demands of the 31 housing units anticipated through the RHNA process. While in the past the City of St. Helena has had limited sewer capacity and had to place a moratorium on development,⁷³ currently the daily dry weather demand for sewer is approximately 0.48 million gallons. The permitted dry weather capacity of the current sewer system is about 0.50 million gallons. In addition, the recently expanded capacity due to aeration should allow an increase in the permitted capacity (pending approval of the Regional Water Quality Control Board) to 0.62 million gallons, which will meet the needs of the additional development in St. Helena.⁷⁴ The City anticipates receiving the necessary approval from the Regional Water Quality Control Board by October, 2010. The City charges a sewer impact fee of \$4.57 per square foot for single-family residential and \$3.64 for multifamily residential.⁷⁵

⁶⁹ City of St. Helena Staff Report, *Re: Keyser Marston Analysis of Requiring Affordable Housing in Non-Residential Projects*, July 24, 2007.

⁷⁰ City of St. Helena City Council Minutes, January 8, 2008.

⁷¹ City of St. Helena City Council Minutes, July 24, 2007.

⁷² California Regional Water Quality Control Board San Francisco Bay Region, Order No. R2-0210-0105, NPDES No. CA0038016, http://www.waterboards.ca.gov/rwqcb2/board_decisions/adopted_orders/2010/R2-2010-0105.pdf, Accessed March 14, 2014.

⁷³ St. Helena Municipal Code, 3.32.080 Sewer Impact Fees.

⁷⁴ Local Agency Formation Committee of Napa County, *Final Report City of St. Helena Municipal Service Review*, May, 2008, (Pg. 14)

⁷⁵ City of St. Helena, *Development Fees*, July 2012, http://cityofstheleena.org/sites/default/files/09_2012_building_and_impact_fee_list.pdf, Accessed March 14, 2014.

Per Chapter 727, Statutes of 2004 (SB 1087), sewer providers must grant priority for service allocations to proposed development that include housing units affordable to lower-income households. Local public and private wastewater service providers must adopt written policies and procedures that grant priority for service hook-ups to developments that help meet the community's share of the regional need for lower-income housing. In addition, the law prohibits water providers from denying, conditioning the approval, or reducing the amount of sewer service for an application for development that includes housing units affordable to lower-income households unless written findings are made as specified in Government Code Section 65589.7(c). The 2009 housing element contains Program HE1.D that commits the City to granting projects that include affordable housing units priority access to sewer resources over other new projects should the capacity of local sewer systems become inadequate to meet the full demand for new connections. In January 2015, the City amended the Zoning Code to state that the City shall grant priority for the provision of sewer service to developments that include housing units affordable to lower income households. The City also adopted a resolution establishing a policy and procedure for granting priority sewer service.

Water

The City has three sources of potable water: Bell Canyon Reservoir, water purchased from the City of Napa under a long-term water supply contract, and groundwater from City-owned and operated wells.

Bell Canyon Reservoir is the City's primary source of potable water. Bell Canyon is an on-stream reservoir with a physical storage capacity of 2,384 acre-feet, although the maximum annual yield of water that is available in a good water year is around 1,100 acre-feet (AF). The City also purchases significant water quantities from the City of Napa through a contract, expiring in 2035, which guarantees delivery of a minimum of 600 AF per year. Finally, the City pumps groundwater from its two wells. The City seeks to limit groundwater withdrawals to 450 AF in normal years.

The City calculates a safe annual yield for its water system as "the quantity of water which can be reliably delivered on an annual basis through most rainfall years, including a Dry Year (rainfall at 22" to 25.9") without undue hardship on water customers through water shortage restrictions. The City defines "undue hardship" as three or more consecutive months of Phase II water restrictions or Phase III water restrictions. Based on water supplies available in 2013, the City estimates the safe annual yield of its water system is 1,950 AF.

Water demand has decreased significantly in recent years, from a high of 2,384 AF in 2007 to 1,806 AF in 2013. Based on the methodology the City uses to calculate water demand, the City estimates that it had a water surplus of 80 AF in 2013.

In 2011, the City adopted a new Water Shortage Emergencies Ordinance. The ordinance establishes three water shortage emergency phases with increasing water use restrictions. Phase I water regulations are triggered when the supply/usage balance is in deficit, meaning that the five-year rolling average of total water usage exceeds the safe annual yield of the City's water system. Under Phase I regulations, water customers are prohibited from expanding or installing new water-using appliances, plumbing, or improvements, such as landscaping and pools, unless the installation will result in no increase in water use. Replacement fixtures must be water-efficient. In addition, new water connections for new development may only be approved if the projected water demand for the project can be offset by a corresponding reduction in the existing water demand on the city water system. New development proposals may demonstrate that the project is water-neutral through a combination of on-site water conservation measures, off-site retrofitting or well water. The City is currently in a Phase I water emergency.

Phase II water shortage emergency regulations include all Phase I regulations plus mandatory conservation measures. Under Phase II, residential water users are limited to 65 gallons per person per day. An additional allocation of 2,500 gallons per month for single-family landscape irrigation is provided during the April through October billing cycle. Multi-family or mobile home occupants are permitted up to 70 gallons per day per 1,000 square feet of landscaped area or for dedicated irrigation meters, a 60 percent limit of current reference evapotranspiration. There are strict penalties for non-compliance of these mandatory conservation measures. In addition, no new water connections are permitted during a Phase II water emergency. Phase III water shortage emergency regulations limit water use further, to 60 gallons per person per day, and place additional limits on landscape irrigation.

The 2002 Housing Element identified water capacity as a possible constraint to development after 2006, and consequently the City of St. Helena made a commitment back in 2002 that "if the situation arises where the City of St. Helena is unable to provide sewer and water services to all requested new development, the City will give highest priority to provision of services to the 87 affordable housing units [needed for the City to meet the 1999-2006 RHNA]." [1] The total water supply for St. Helena is 2,600 acre feet per year in a normal rainfall year. The total water demand in 2006 was 2,126 acre feet, leaving an excess of 474 acre feet. The buildout potential of the Key Housing Sites represents 335—1,015 housing units, depending upon the density range that is achieved.

One way to analyze the water demand is to project population growth and per capita demand. 335

housing units at an average of 2.5 persons per household yields 838 additional people; 1,015 housing units yields 2,538 people. Water use of 230 gallons per day per person for 838 people would result in additional water demand of 215 acre feet per year; for 2,585 additional people, water use demand would be 666 acre feet per year. The total RHNA of 121 units would require 78 acre feet of water per year.

Future water demand for new housing units is calculated using the City's 2004 Water and Wastewater Study estimate of 203 hundred cubic feet (HCF) per single-family unit and 89 HCF per multifamily unit. The 31 housing units required under the City's 2014-2022 RHNA is assumed to represent 18 multifamily and 13 single-family units. This new development is estimated to have a future water demand of 4,241 HCF, or 9.74 AF, which is substantially less than the 80 AF surplus that was recorded in 2013. As a result, the analysis indicates that St. Helena has capacity to supply water to the 31 housing units anticipated through the RHNA process.

In 2012, the City adopted a water management plan ordinance with the stated objective of conserving and managing water resources to achieve adopted land use planning objectives. The ordinance defines a procedure whereby the City Council establishes an allocation of water resources when the City is not in a declared water shortage emergency by adopting a water allocation resolution. The resolution must include a list of defined land use or project categories for which surplus water will be made available. On September 24, 2013, the Council adopted its first resolution allocating a water surplus of 80 AF. Defined water categories were General Residential, Affordable Housing, Commercial, Industrial, Hotel/Resort, Public Facilities, and Unallocated Reserves. The Council allocated 2 AF to affordable housing and the remaining 78 AF to unallocated reserves. The affordable housing allocation was intended to include an allocation for a proposed 9-unit affordable housing project at 684 McCorkle Place with an estimated annual water demand of 1.2 AF. In addition to the water surplus allocation, the City may approve any residential project that can demonstrate it is water neutral as long as the City is not in a Phase II or higher water shortage emergency.

Per Chapter 727, Statutes of 2004 (SB 1087), water providers must grant priority for service allocations to proposed developments that include housing units affordable to lower-income households. Local public and private water providers must adopt written policies and procedures that grant priority for service hook-ups to developments that help meet the community's share of the regional need for lower-income housing. In addition, the law prohibits water providers from denying, conditioning the approval, or reducing the amount of water service for an application for development that includes housing affordable to lower-income households unless written findings are made as specified in Government Code Section 65589.7(c). A city may deny, condition or reduce water services to developments that include lower-income housing units if the city does not have "sufficient water supply" as defined in Government Code Section 66473.7(a) (2) or is

operating under a water shortage emergency as defined in Section 350 of the Water Code.

In January 2015, the City amended the Zoning Code to state that the City shall grant priority for the provision of water service to developments that include housing units affordable to lower income households. The City also adopted a resolution establishing a policy and procedure for granting priority water service.

These are very conservative water use estimates that do not include any projected water savings from conservation efforts or green building practices. 230 gallons per day per person (575 gallons per household) is the highest per capita water consumption of all of the incorporated areas in Napa County.

During drought years the City of St. Helena enacts mandatory water conservation procedures (Municipal Code Section 13.04). Phase IV water rationing goes into effect when the water in storage is less than twenty percent (20%) of the storage capacity; or the water in storage and available from other sources is less than one hundred fifty (150) days' supply as determined by the director of public works. No new water connections or expansions of existing uses are permitted during Phase IV. Buildings under construction are considered a new water connection, regardless of whether or not they have paid their fees.

With normal rainfall, the City of St. Helena has more than sufficient water supplies for the RHNA number of 121 housing units. The City does not have sufficient water supplies to buildout all of the Key Housing Sites to full density, but could supply 50% of the buildout without finding new sources of water. Diminished water supplies resulting from drought will impact the construction of housing and all other development.

Parking

Residential parking requirements vary according to the number of dwelling units, as follows:

- One to two dwelling units: Minimum of two spaces per unit, with one of the spaces in a garage or carport.
- Three or more dwelling units: Minimum of one space under cover per unit, plus either a half space or one additional whole space depending the number of bedrooms in the units.
- Rooming, boarding, or lodging house: Minimum of one space per room, and two spaces for the owner-occupied unit.
- Mobile home: Minimum of two spaces per unit plus centralized space for guest parking.⁷⁶

⁷⁶ Municipal Code 17.124.030 Minimum on-site parking requirements

The one exception to these requirements is housing built for senior citizens, with funding from the Federal or State government, which is affordable to low- and moderate-income households.⁷⁷ For all other uses not covered in the Municipal Code, the Planning Commission has the power to set the parking requirements based upon the general parking guidelines of the City.

Other

Other miscellaneous improvements required by the City of St. Helena include curb, gutter and sidewalk treatments, fire hydrants, and street trees. Whenever new development fronts a public street, the developers are required to provide curb, gutter, and sidewalk treatments to the specifications supplied by the Public Works director.⁷⁸ If the Fire Chief or Public Works director decides that there is not sufficient supply of fire hydrants nearby, new development would cover the cost of additional hydrants as necessary.⁷⁹ Finally, if a new development fronts a planting strip, then the owner must care for and maintain the trees and other vegetation in the strip.

The water, parking, and other miscellaneous on-and-off site improvements standards do not constrain residential development in St. Helena. ~~Although the City does not currently have sufficient sewer treatment capacity to accommodate all of its RHNA housing units, wastewater treatment plant upgrades scheduled for completion will accommodate the full RHNA; therefore, wastewater treatment capacity will not be a constraint given the need to accommodate the RHNA by June 30, 2014.~~

Building Codes and Enforcement

The current St. Helena Building code has been adapted from the ~~2007-2013~~ California Building Standards Code, also known as Title 24 of the California Code of Regulations. These regulations include the ~~2007-2013~~ California Fire Code, ~~2005-2013~~ Energy Code, ~~2005-2011~~ National Electrical Code, ~~2006-2012~~ Uniform Mechanical Code, and ~~2006-2012~~ Uniform Plumbing Code. The major local amendments included the continuation of St. Helena's program for the seismic retrofit of unreinforced buildings and the requirement that all new construction install an approved automatic fire-suppression sprinkler system. ~~This includes all new residential structures with space for sleeping, and structures that exceed 400 square feet of gross floor area.~~ Existing residential structures that undergo additions or repairs equal to at least 50 percent of the existing floor area, and units experiencing a change in occupancy to a more hazardous use, also require the installation of an approved sprinkler system.⁸⁰ Otherwise, Title 15 of the St. Helena Municipal Code closely

⁷⁷ *Ibid.*

⁷⁸ Municipal Code 12.08.090 Plans and specifications.

⁷⁹ Municipal Code 16.32.110 Fire protection.

⁸⁰ ~~City of St. Helena. St. Helena Municipal Code, Title 15. <http://www.codepublishing.com/CA/sthelenacode/>. Accessed September 29, 2008.~~ Municipal Code, 15.36.060 Fire protection systems.

adheres to the [2007-2013](#) California Building Standards Code and places no greater constraints on housing development than any other jurisdiction in the State that follows this model code.

The enforcement of building codes within the City of St. Helena is centered on the inspection of new construction and remodels or renovations requiring building permits. The City has the power to inspect and declare unsafe any structure or piece of equipment, be it existing or under-construction that does not meet specific municipal code standards. These include, but are not limited to, structures with insufficient modes of egress; structures that are unsafe or that have been made structurally unsound due to fire, earthquake, or other natural disaster; buildings that are deemed a public nuisance; and, buildings that have been constructed or maintained in violation of local or state law. Once a building has been declared unsafe, the building official may issue notice that the structure be repaired, vacated, or demolished within a reasonable amount of time and with the appropriate permits.⁸¹

Building and Development Impact Fees

The City's building department fee schedule is designed to directly offset the costs incurred by the City when processing and reviewing development applications, and to inspect new construction. Fees are charged when a building permit is issued and are based on building plans and estimated construction costs.

Development impact fees are charged to new projects in order to offset costs for the construction, expansion, and maintenance of off-site improvements that either were built for the purposes of the new project or were existing improvements from which the new developments will benefit. In the case of St. Helena, impact fees are charged for public safety, civic [improvements facilities](#), water and wastewater services, ~~and water meter installation, sewer services, storm~~ drainage, traffic mitigation, ~~housing impacts~~, and schools. [In 2013, the City conducted a comprehensive study and update of all of its development impact fees. As a result, total impact fees for single family houses decreased from \\$19.78 per square foot to \\$16.32 per square foot, a 17.5 percent reduction. Fees for multi-family development increased from \\$13.78 per square foot to \\$21.37 per square foot, a 55 percent increase.](#)

~~For the purpose of comparison with the 2002 Housing Element, the~~ single-family fee calculations shown in Table 37 are based on ~~the same~~ development prototype, ~~of a 2,300 square foot single-family residence with three-bedrooms, and two-bathrooms and with a total inflation-adjusted construction cost estimate of approximately \$292,290,000 (\$400 per square foot).~~ The fee calculations for the multifamily project use the conceptual plan for the [8 unit, three story project proposed by Calistoga Affordable Housing-112-unit mixed income project proposed by Mercy](#)

⁸¹ [City of St. Helena. St. Helena Municipal Code, Title 15. http://www.codepublishing.com/CA/sthelena/. Accessed March 28, 2014.](#)~~*Ibid.*~~

Housing. As shown in Table 37, building permit and development impact fees for a prototypical single-family home total \$71,190, representing 7.7 percent of total construction costs.

Unadjusted for inflation, City of St. Helena single-family development fees have increased approximately 84 percent, or over \$25,000 dollars since 2002. Once adjusted for inflation, the increase is approximately 59 percent or just under \$21,000. When developing new residential units, this increased cost for city fees is added on top of recent increases in the estimated costs for residential construction.

To facilitate the comparison of existing single-family fees, the following figures refer to a comparison between the 2002 development impact fees reported in the previous housing element and the current City fee schedule as reported above.⁸² The largest change is the addition of a housing impact fee that is calculated as 2.5 percent of the total estimated cost of construction. While not controlled by the City, the school district fee shows a sizable increase of 36 percent, or nearly \$1,360. The largest increase is in the traffic mitigation impact fee that has risen by nearly 760 percent, or over \$7,300. Increases in water impact fees (87 percent), sewer impact fees (71 percent), building development fees (81 percent), and civic improvement fees (14 percent) contribute to the overall sum. The fee for water meter installation remains unchanged since 2002. Fees for public safety have decreased by 50 percent. Storm drainage impact fees for the majority of the community were significantly reduced from nearly \$600 to only \$23, representing a 96 percent drop.

The fees are different for a multifamily development. Using the 112-unit Mercey Housing 8 unit, 6,780 square foot Calistoga Affordable Housing development as a prototype, the total development fee for all for phases of the project comes to approximately \$2.5 million \$171,952, or \$21,494 per unit, representing 12.3 percent of total construction costs. Fees are calculated as shown in Table 38.

Of the \$2.5 million, about \$1.4 million is for the 78 units that are deed restricted for affordability and \$1.04 million would be for the 34 market rate units. The total \$2.5 million in fees is divided across the four phases of development as shown below:

Phase 1 —

Total Fees = \$600,000

⁸² City of St. Helena. *Development Fees*. July 2008/2012. http://www.ci.st-helena.ca.us/sites/default/files/09_2012_building_and_impact_fee_list.pdf<http://city.ci.st-helena.ca.us/images/city/Building/Building%20Development%20Fee%27s.pdf>. Accessed September 29, 2008/March 29, 2011.

11 deed restricted (55 percent) = \$330,000

9 market rate (45 percent) = \$270,000

- 20 single family detached homes at 1,528 square feet (small lot homes) = 30,560 square feet.
- Assume 1.76 acres at 30 percent impermeable surface for building footprints and walkways = 23,000 square feet

Phase 2

Total Fees = \$437,735

30 deed restricted (100%)

- 30 apartments at 1,020 square feet = 30,600 square feet.
- Assume 1.19 acres at 30 percent impermeable = 15,551 square feet.

Phase 3

Total Fees = \$590,000

15 market rate (100%)

- 15 single family detached at 2,006 sq. ft. = 30,090 square feet
- Assume 1.69 acres at 30 percent impermeable surface = 22,085 square feet

Phase 4

Total Fees = \$856,575.

37 deed restricted (79 percent) = \$676,695

10 market rate (21 percent) = \$179,

- 47 townhouses at 1,274 square feet = 59,878 square feet
- Assume 2.45 acres at 30 percent impermeable surface = 32,017 square feet

The ~~single family and~~ multifamily development impact fees have increased to reflect the costs of the improvements necessary to serve residential development. Without the money collected through the fees, the City could not afford to make the necessary improvements in infrastructure, and thus the fees do not represent an undue governmental constraint to housing development. In addition, fee reductions and adjustments for affordable and other housing projects are permitted on a case by case basis, as approved by City Council under Section 3, Chapter 3.32 of the St. Helena Municipal Code. For example, the City reduced development fees of up to \$150,000 for the Calistoga Affordable Housing project at 1105 Pope Street.

Comprehensive Flood Protection Project

Given that some of the land in St. Helena is within the 100-year flood plain of the Napa River, the City of Helena began planning a flood protection strategy in conjunction with the Napa County Board of Supervisors and Napa County Flood Control District and after significant flooding occurred in 1986 and 1995. In 1998 County residents approved Measure A placing a countywide sales tax of 0.5 cents therefore enabling the flood protection work to begin. After a series of delays due to litigation, funding shortages, and archaeological excavation work, in July 2006 the City released a 2006 Plan Project Description. The project involves flood control measures ranging from "widening the floodplain and constructing new floodwalls and levee, to relocating homes."

As of June 18, 2008, the City had secured the necessary additional funding from the Flood Protection Corridor Program (FPCP) totaling \$3.1 million. The contract to build the flood project was awarded on April 14th, 2009. Since then, construction got started in earnest at the beginning of June. As of mid July 2009, the levee is 90% built, and progress is being made on the proposed flood wall. The expected completion of Phase I is October, with pump testing and training ending in December. Phase II will begin next year, and estimated completion of the entire project is October 2010.

Processing and Permit Procedures

The processing and permitting procedures in St. Helena are summarized in Tables 39 and 40 and described below using examples of a single-family unit, a multifamily affordable housing development, and a market rate single-family development. A single-family unit requires design review approval from the Planning Commission (four weeks) and a building permit (two weeks) for a total of approximately two months to process.

The prototype multifamily housing project contains 60-20 units on land zoned high-density residential.⁸³ Since it is a multifamily dwelling, it requires a conditional use permit from the City. In addition, the development would require design review and a building permit. The processing time for the development would amount to around 9 months, with an allowance of 60 days for application submittal, staff review and response to comments, an additional 90 to 135 days for California Environmental Quality Act (CEQA) review processing, including the applicant hiring a consultant and the preparation of an Initial Study and mitigation measures, 60 days for comments on the Mitigated Negative Declaration, and, finally, about 30 days for design review. The process for a multifamily affordable housing development would take longer than 9 months if a complete EIR is necessary.

⁸³ Personal Communication with City staff, April 2, 2014.

In comparison, a 60-20-unit, market rate single family development would take an additional 90 days, for a total of approximately 12 months, including an additional month for staff review and response to comments, since market rate single family developments are not given priority processing. As shown in Table 39, this development type would require environmental review and applications for a tentative subdivision map and design review. A significant portion of the time involved is due to the procedural requirements of CEQA, which are beyond the City's control. In addition, a market rate single family development of around 60-20 units would actually take years to build since the Building Department only issues 9 building permits per year under the Growth Management System and only developments with at least 40 percent of the units affordable to lower-income households qualify for the reserve of GMS residential permits from previous years.

Constraints to Housing for Persons with Disabilities

On January 1, 2002, SB 520 went into effect, requiring local jurisdictions to analyze potential governmental constraints to the development, improvement, and maintenance of housing for persons with disabilities as part of a jurisdictions housing element update. Under SB 520, housing elements must also include one of the following 1) a program to remove constraints, or 2) provide reasonable accommodations for, "housing designed for occupancy by, or with supportive services for, persons with disabilities." A jurisdiction can fulfill this second clause in a variety of ways including establishing policies that facilitate the provision of housing that is physically accessible to people with mobility impairments, residential care facilities for individuals with Alzheimer's, housing for persons with AIDS/HIV, and transitional housing that serves homeless with disabilities.

Senate Bill 520 Analysis

The City has not identified any barriers to the provision of accessible housing. In January 2015, the City adopted a Reasonable Accommodation Ordinance that provides a procedure for people with disabilities to request reasonable accommodation in the application of zoning laws and other land use regulations, policies and procedures. Applications are reviewed and approved by the Planning Director if no discretionary permit approval is required other than the request for reasonable accommodation. Otherwise, the request is reviewed concurrently with another discretionary review permit. The City of St. Helena does not have a formal process of granting reasonable accommodation to persons with disabilities within the City's zoning, permit processing or building codes. Overall, although the City does not have a reasonable accommodation ordinance, the City does already comply with certain zoning regulations for group homes, and has already established a local process for retrofitting homes for the disabled. In addition, the City makes its zoning, permit processing, and building laws easily accessible on the City website.

Zoning and Land Use

The zoning code and land use designations for the City of St. Helena support the provision of

housing for persons with disabilities. have a mixed record of accomplishments in regards to SB 520 regulations. The City permits transitional and supportive housing in all residentially zoning districts and conditionally permits transitional and supportive housing in commercial zoning districts, subject only to the same restrictions that apply to other residential uses of the same type in the same zone.

The City of St. Helena allows an intermediate care facility, and residential or developmentally disabled nursing facilities serving six or fewer persons as a right in the LR-1A, LR, MR, and HR zones, as required by SB520.⁸⁴ Therefore, small group homes are permitted by right in the majority of residential zones in the City, and these same districts allow larger group homes of more than six persons with a conditional use permit (CUP) as required by SB 520. No other regulations in the zoning code or land use designations restrict the siting of either group homes or housing for other special needs populations, including disabled persons.⁸⁵

The City's parking and loading requirements do not have specific provisions related to persons with disabilities, but there is a provision stating that "rest homes, convalescent hospitals, residential care and similar group care facilities" require only one space for each four beds, which is a reduced requirement compared to the two parking spaces required for typical "one-and two-family dwelling units."⁸⁶ Consequently, the reduced parking requirements for group care facilities decrease the parking requirements for some disabled persons, but parking requirements for residential development need to serve all disabled persons. In addition, federally subsidized senior citizen housing for low- and moderate-income residents is subject to reduced off-street parking requirements.

The City appears to comply with Fair Housing Laws in respect to occupancy standards since the City does not make a distinction between families and unrelated adults of less than six persons.⁸⁷

⁸⁴ City of St. Helena Municipal Code, Title 17.

⁸⁵ Government Section Code 12926 defined physical disability as including, "but is not limited to, all of the following: (1) Having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that does both of the following: (A) Affects one or more of the following body systems: neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine."

⁸⁶ City of St. Helena Municipal Code, Chapter 17.124: Parking and Loading Requirements

⁸⁷ City of St. Helena Municipal Code, Chapter 17.04 defines family as follows Family" means any of the following groups living together in the same dwelling unit as a single housekeeping unit:

1. Any number of persons related by blood, marriage or legal adoption;
2. A nuclear family identified by extended cohabitation;
3. A group not exceeding five persons whose interpersonal relationships relating to shared household expenses, duties and private lives are indistinguishable from groups listed in subsections 1 and 2 above.

The remaining requirements under SB 520 may not have been met by the City of St. Helena because the City of St. Helena has not conducted a complete review of the City's compliance with Fair Housing Law.

Permits and Processing

The majority of the City of St. Helena permitting and processing procedures do not appear to negatively affect the ability to design or retrofit homes that will be accessible for the disabled, or, to constrain the siting of group homes. The City, however, applies the same process required for other renovations to retrofitting homes and the City does not have a special process for such retrofits.

As discussed above, group homes with fewer than six persons are permitted by right, and group homes with more than six persons are permitted with a CUP in the residential zones, and no additional permits are required. This is consistent with the City's requirements for other larger group quarters such as condominiums, townhomes, apartments, and dwelling groups containing more than four units, which also require a CUP. There are no additional requirements placed on group homes providing on-site services because they fall under the definition of intermediate care and nursing facilities, which allow for on-site care.⁸⁸

Building Codes

The City of St. Helena adopted the California Uniform Building Code in January ~~2008~~2013, and the changes made to this Code by the City, enumerated in the Governmental Constraints section of this document, do not unfairly treat group homes differently than other residential uses. Nevertheless, no specific exemptions to the Uniform Building Code exist for housing for disabled persons. The City of St. Helena does not have local universal design requirements, ~~and there are no established City policies to grant reasonable accommodations related to building codes and the issuance of building permits at this time.~~

Conclusion

~~The City of St. Helena will need to adopt a Reasonable Accommodations Ordinance in this Housing Element Planning period in order to ensure that its zoning, land use procedures, building codes, and occupancy standards comply with SB 520. In addition, the new Reasonable Accommodations Ordinance must allow for parking exemption for all disabled persons.~~

⁸⁸ The State of California Department of Developmental Services defines an intermediate care facility as "are health facilities licensed by the Licensing and Certification Division of the California Department of Public Health to provide 24-hour-per-day services." <http://www.dds.ca.gov/ICF/Home.cfm> Accessed December 17, 2008

Summary

The possible non-governmental constraints discussed above include the price of land, the cost of construction, the availability of financing, and the flooding of the Napa River. Land costs represent a significant component of the cost of housing development in St. Helena because the price per acre of recent vacant residential land sales amounted to ~~between \$1.8 million to \$2.5~~ approximately \$1 million. The cost of construction in St. Helena does not appear to constrain development and is in line with construction costs seen throughout the region. Obtaining financing for development projects can be ~~hard given that the availability of capital is decreasing nationwide~~ difficult, and once a development is complete it is hard for potential residents to qualify for mortgages. Overall housing production costs for both single-family and multifamily rental development indicate that a subsidy would probably be necessary for some moderate-income households, and all lower income households to own or rent new units in St. Helena.

The governmental controls analyzed in this section were land use controls, codes and enforcements, on-and off-site improvements, fees and exactions, processing and permit procedures, and regulations affecting housing for persons with disabilities. The land use controls including zoning and current General Plan land use designations do not constrain residential development; however, some changes are necessary to streamline the Design Review process. The St. Helena zoning code allows development of up to ~~20-28~~ dwelling units per acre in the HR zone and the density can be even higher if a developer chooses to utilize the City's density bonus. In addition, the zoning code sets mandatory minimums on the densities so that land zoned MR, for example cannot be built at less than ~~five~~ 5.1 dwelling units per acre. The Growth Management System does not appear to place an undue burden on market rate development, since there has never been a year when the demand for residential building permits has exceed the number of available permits. Furthermore, housing projects affordable to households at up to 120 percent of AMI are exempt from the GMS. One General Plan policy that may need revision is the Design Review process, because the criteria are subjective in nature and may add a significant amount of time to the development process. Changes to the Design Review process are being explored as part of St. Helena's current General Plan update, ~~scheduled for completion in 2010~~.

The on- and off-site improvement standards related to water, sewer, parking and other miscellaneous regulations impact housing development in a variety of different ways. ~~The sewer~~ Sewer capacity ~~will be~~ is sufficient to support additional development ~~pending the approval of a capacity increase by the California Regional Water Quality Control Board~~. The water capacity during a normal year is sufficient and is expected to remain sufficient through ~~2010~~ 2023, but there will always be water shortages in dry years. The City has adopted written policies and procedures to grant priority water and sewer service to proposed developments that include housing units affordable to lower-income households. The remaining parking and miscellaneous requirements do not place an undue burden on housing development.

Neither the building codes nor the building fees represent a governmental constraint to development. St. Helena adopted the [20007-2013](#) California Building Codes Standards, and although they have made some changes to the Code such as seismic control measures, these changes were necessary for safety and so not unduly affect housing production. The fee structure for both single-family and multifamily development reflects the costs of the development to the City, and therefore facilitates development.

~~The fact that the Flood Protection project has not been completed as anticipated in the 2002 Housing Element has limited the housing development on some of the sites identified in the 2002 housing sites inventory. It is important for the City to continue to progress towards the completion of the project to make development feasible along the Napa River.~~

The time it takes for a developer to complete the City's permitting and processing procedures for single-family detached subdivisions is manageable. ~~In addition, the City's estimation that it would generally take eight months for the approval of the proposed Mercy Housing project is also reasonable; however, Mercy Housing has elected to prepare a full Environmental Impact Report, to help ensure that the environmental review will not be subject to challenge. This will increase the length of processing to approximately 1 year.~~

~~Finally, the City will need to adopt a Reasonable Accommodation Ordinance to comply with SB 520 and provide a formal process through which a disabled person can request changes in City policies to meet their housing needs.~~

Table 36: St. Helena Residential Zoning Districts

Zoning District	Residential Uses Permitted as of Right	Conditionally Permitted Uses or Special Requirements	Minimum Lot Area Acres	Minimum and Maximum Units per Acre		Minimum Lot Width (feet)		Setback (feet)			Yard (feet) (a)			Maximum Bldg. Height (feet)	FAR (b)
								Front	Side	Rear	Front	Side	Rear		
Agricultural Reserve (AR)	One single-family dwelling; transitional and supportive housing; agricultural employee housing up to 36 beds or 12 units	Farmworker housing and seasonal farm labor camps not expressly permitted by right	40	0.03	n.a.	20	20	20	20	20	20	20	20	35	n.a.
Twenty-Acre Agriculture (A-20)	One single-family dwelling; one second unit; transitional and supportive housing; agricultural employee housing up to 36 beds or 12 units	More than one single-family dwelling and farmworker housing not expressly permitted by right	20	0.2	n.a.	50	50	50	50	20	20	20	20	30	n.a.
Winery (W)	One single-family dwelling; one second unit; transitional and supportive housing; agricultural employee housing up to 36 beds or 12 units	More than one single-family dwelling; owner and caretaker dwellings; farmworker housing not expressly permitted by right	20	0.2	300	100	50	50	75	50	45	n.a.	n.a.	n.a.	n.a.
Woodland Watershed (WW)	One single-family dwelling; one second unit that meets certain criteria; transitional and supportive housing; agricultural employee housing for up to 6 persons	One second unit under certain environmental conditions	5 to 40	0.03 to 0.2	20	20 to 50	20 to 50	20 to 50	20 to 50	20 to 50	20 to 50	20 to 50	20 to 50	35	n.a.
Low Density Residential One Acre Minimum (LR-1A)	One single-family dwelling; intermediate care, residential or developmentally disabled nursing facilities and farmworker housing serving six or fewer persons; transitional and supportive housing, permanent mobile home, one second unit	One single-family dwelling below the minimum density; intermediate care facility, residential or developmentally disabled nursing facility serving seven or more persons	1 (d)	1	70	20 to 30	20 to 30	20 to 30	20 to 30	20 to 30	10 to 15	10 to 15	10 to 15	30	n.a.

Notes:

- (a) A yard is defined as open space inside the established interior lot lines.
- (b) Floor Area Ratio.
- (c) Setback and yard requirements in the Woodland Watershed (WW) district may vary and are dependent upon the effect of certain health and safety considerations.
- (d) Parcels can be less than one acre if created as a result of lot line adjustments, so long as the number of parcels existing prior to the lot line adjustment does not increase and that no lots are less than 7,000 square feet.
- (e) Setback and yard requirements in the Low Density Residential One Acre Minimum (LR-1A), Low Density Residential (LR) and Medium Density Residential (MDR) districts vary and are dependent upon the height of the structure.
- (f) Floor area ratios (FARs) in the Medium Density Residential (MDR) and High Density Residential (HD) districts vary and dependent upon the net parcel area.

Sources: City of St. Helena, Municipal Code Title 17, 2014.

Table 36: St. Helena Residential Zoning Districts (Page 2 of 2)

Zoning District	Residential Uses Permitted as of Right	Conditionally Permitted Uses or Special Requirements	Minimum Lot Area Acres	Minimum and Maximum Units per Acre	Minimum Lot Width (feet)	Setback (feet)			Yard (feet) (a)			Maximum Bldg. Height (feet)	FAR (b)
						Front	Side	Rear	Front	Side	Rear		
Low Density Residential (LR)	One single-family dwelling; intermediate care, residential or developmentally disabled nursing facilities and farm- w other housing serving six or fewer persons; transitional and supportive housing; permanent mobile home; one second unit	One single-family below the minimum density; intermediate care facility, residential or developmentally disabled nursing facility serving seven or more persons	1 (d)	1 to 5	70	20 to 30	20 to 30	20 to 30	10 to 10	10 to 10	15	30	n.a.
Medium Density Residential (MR)	One single-family dwelling; intermediate care facility, residential or developmentally disabled nursing facilities and farm- w other housing serving six or fewer persons; transitional and supportive housing; permanent mobile home; one second unit	One single-family below the minimum density; intermediate care facility, residential or developmentally disabled nursing facility serving seven or more persons; small lot development; condominium or low house	0.16	5.1 to 16	70	20 to 30	20 to 30	20 to 30	10 to 10	10 to 10	15	30	.21 to (f) .36
High Density Residential (HR)	One single-family dwelling; intermediate care facility, residential or developmentally disabled nursing facilities and farm- w other housing serving six or fewer persons; transitional and supportive housing; permanent mobile home; one second unit	One single-family dwelling below the minimum density; intermediate care facility, residential or developmentally disabled nursing facility serving seven or more persons; small lot development; condominium or low house; multiple-family dwelling groups containing more than four units	0.16	16.1 to 28	70	20	20	20	10	10	10	30 to 35	.21 to (f) .36

Notes:

- (a) A yard is defined as open space inside the established interior lot lines.
 (b) Floor Area Ratio.
 (c) Setback and yard requirements in the Woodland Watershed (WVW) district may vary and are dependent upon the effect of certain health and safety considerations.
 (d) Parcels can be less than one acre if created as a result of lot line adjustments, so long as the number of parcels existing prior to the lot line adjustment does not increase and that no lots are less than 7,000 square feet.
 (e) Setback and yard requirements in the Low Density Residential One Acre Minimum (LR-1A), Low Density Residential (LR) and Medium Density Residential (MR) districts vary and are dependent upon the height of the structure.
 (f) Floor area ratios (FARs) in the Medium Density Residential (MR) and High Density Residential (HR) districts vary and dependent upon the net parcel area.

Sources: City of St. Helena, Municipal Code Title 17, 2015.

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Table 37: Building Permit and Development Impact Fees,

<i>Building Department</i>		
Permit Fees		\$3,823
<i>City Impact Fees</i>		
	<i>Fee</i>	
Public Safety Fee	\$1.04 psf	\$2,392
Civic Facilities Fee	\$1.95 psf	\$4,485
Parks Fee	\$7.16 psf	\$16,468
Water System Fee	\$3.05 psf	\$7,015
Wastewater System Fee	\$0.45 psf	\$1,035
Drainage System Fee	\$0.73 psf	\$1,679
Transportation Fee	\$1.94 psf	\$4,462
Housing Fee	2.5% of valuation	\$23,000
<i>Other District Fees</i>		
	<i>Fee</i>	
School District Fee	\$3.20 psf	\$6,831
Total Fees		\$71,190
Building Size (square feet)	2,300	
Construction Cost (psf)	\$400	
Valuation	\$920,000	
Fees as % of Construction Costs	7.7%	

Source: City of St. Helena Planning Department

Table 38: Building Permit and Development Impact Fees, 8-Unit Multi-Family Development, 2014

<i>Building Department</i>			
Permit Fees			\$5,503
<i>City Impact Fees</i>			
	<i>Fee</i>		
Public Safety Fee	\$1.04	psf	\$7,051
Civic Facilities Fee	\$1.95	psf	\$13,221
Parks Fee	\$12.18	psf	\$82,580
Water System Fee	\$2.47	psf	\$16,747
Wastewater System Fee	\$0.66	psf	\$4,475
Drainage System Fee	\$0.69	psf	\$4,678
Transportation Fee	\$2.36	psf	\$16,001
<i>Other District Fees</i>			
	<i>Fee</i>		
School District Fee	\$3.20	psf	\$21,696
Total Fees			\$171,952
<u>Per Unit Fee</u>			<u>\$21,494</u>
Building Size (square feet)	6,780		
Valuation	\$1,400,000		
Fees as % of Construction Costs	12.3%		

Source: City of St. Helena Planning Department

Table 39: Timelines for Permit Procedures

<u>Type of Approval or Permit</u>	<u>Typical Processing Time</u>	<u>Approval Body</u>
Ministerial Review	2 weeks	Planning Director, reported to Planning Commission.
Conditional Use Permit	4-6 weeks	Planning Commission
Zone Change	6 months	Planning Commission & City Council
General Plan Amendment	6 months	Planning Commission & City Council
Site Plan Review	2 months	Planning Commission
Design Review	4 weeks	Planning Commission
Tract Maps	6 months	Planning Commission & City Council
Parcel Maps	3 months	Planning Commission
Initial Environmental Study	3 months	Planning Commission and City Council depending upon project
Environmental Impact Report	10 months	Planning Commission & City Council

Source: City of St. Helena staff, 2014

Table 40: Typical Processing Procedures by Project Type

<u>Required Permit Procedures</u>	<u>Single-family Unit</u>	<u>Subdivision (20 Units)</u>	<u>Multifamily (20 Units)</u>
	Ministerial Review Design Review	Tentative Map Final Map Site Plan Review Design Review Initial Environmental Study Environmental Impact Report	Conditional Use Permit Site Plan Review Design Review Initial Environmental Study Mitigated Negative Declaration
Estimated Total Processing Time	2 months	12 months	9 months

Source: City of St. Helena Planning Department, 2014

Opportunities for Energy Conservation

Government Code Section 65583(a) (7) requires the “analysis of opportunities for energy conservation with respect to residential development.”⁸⁹ This is important due to the key role played by energy efficiency in determining the relative affordability of housing. As long as design, installation, and equipment costs do not exceed potential energy savings, lower rates of energy usage decrease utility costs for residents, making a housing unit more affordable. The discussion that follows outlines current State policies and development standards along with local City policies that promote energy conservation for new and existing development in the City of St. Helena. Additionally, increasing attention is being paid to the role of the design and location of residential development in addressing greenhouse gas emissions at the local and regional levels.

Instituted by legislative action in 1978 to reduce overall energy consumption statewide, the California Building Energy Efficiency Standards set thresholds and guidelines for energy efficiency for both residential and nonresidential construction. The revised standards for ~~2008~~ 2013 will went go into effect August 1, 2009January 1, 2014, under Title 24, Part 6, of the California Code of Regulations. Title 24 is otherwise known as the California Building Standards Code. ~~All construction initiated after this date will be required to comply with the new energy efficiency standards.~~⁹⁰ The energy requirements of the new State code are significantly more stringent than the prior code (an approximately 25 percent reduced energy budget for new homes, 30 percent reduction for commercial buildings and 14 percent reduction for multi-family structures) and are intended to progress to net zero energy homes by 2020 and commercial structures by 2030. At the current time, the City of St. Helena implements the 2007 version of Title 24, the California Building Standards Code, which includes the most recent version of the California Building Energy Efficiency Standards.

In addition to the Building Energy Efficiency Standards, Part 11 of Title 24 ~~outlines contains~~ California’s new Green Building Standards Code (CALGreen). Adopted by the California Building Standards Commission on July 17, 2008, the Standards are currently voluntary but will become mandatory for all new construction, both residential and nonresidential, in 2010. The 2010 grace period is intended to allow local governments time to adopt the new building codes in a way that is appropriate for their needs.^{91 92} ~~St. Helena will need to adopt these Standards within this~~

⁸⁹ HCD Building Blocks for Effective Housing Elements, “Opportunities for Energy Conservation.” Accessed September 24, 2008. http://www.hcd.ca.gov/hpd/housing_element/index.html.

⁹⁰ California Energy Commission. “Title 24, Part 6, of the California Code of Regulations: California’s Energy Efficiency Standards for Residential and Nonresidential Buildings.” Accessed September 24, 2008. <http://www.energy.ca.gov/title24/>.

⁹¹ Associated Press. “California Adopts Statewide Green Building Code.” *San Francisco Chronicle*, July 17,

Housing Element planning period (July 12009 through June 30, 2014). St. Helena adopted the revised standards in 2013, with amendments to require all new indoors plumbing fixtures to meet the 20 percent reduction in water use, a 20 percent reduction in cement use in foundations, and certified U.S. EPA Phase II certified wood-burning devices or pellet-fueled device.

On a local level, the 1993 City of St. Helena General Plan Land Use and Growth Management Element addresses energy conservation for residential development by including goals and policies geared toward compact urban development and increased residential densities which support walkable communities and reduce energy usage and greenhouse gas emissions related to transportation between residential areas and shopping or employment centers. These goals and policies align well with the intent of recently enacted State legislation dealing with reduction of greenhouse gas emissions, including AB 32 and SB 375. The typical reduction in the size of individual residential units associated with higher density development also leads to reductions in energy usage and costs for heating and cooling. Finally, an emphasis on providing housing for all income levels increases the likelihood that persons employed in St. Helena will find the opportunity to live in the City, and reduce costs and greenhouse gas emissions associated with transportation.^{93 94}

The 2002-2009 City of St. Helena Housing Element, in accordance with State mandated guidelines, sets goals for efficient land use, higher density and mixed-use development, and residential design standards. In addition, the 2002-2009 Housing Element established two specific policies that encourage the use of solar and alternative energy technologies sources and encourage energy and resource conservation as well as twelve programs to implement those policies. As discussed earlier, the City waives permit fees for all solar and electric vehicle charging stations, provides information to the public regarding alternative energy technologies and how they relate to the permitting process, and promotes energy and resources savings programs including rebates, audits, and water-efficient landscaping practices. The City participates in Property Assessed Clean Energy (PACE) programs that allow property owners to finance renewable energy, water efficiency and energy efficiency improvements through a property tax assessment. The City also adopted a bicycle plan in 2013. Programs still to be implemented include incentives for passive natural heating and cooling and provisions for on-site alternative wastewater facilities.

⁹² 2008. Accessed August 22, 2008. <http://www.sfgate.com>.

⁹³ California Building Standards Commission. "California Green Building Standards Code, Part 11, Title 24." Accessed September 24, 2008. http://www.bsc.ca.gov/prp-d_std/approvedstandards07.htm.

⁹³ City of St. Helena. "General Plan: Land Use and Growth Management Element." 1993. Accessed September 24, 2008. http://www.sthelena2030.com/global/pdf_files/2_lu.pdf.

⁹⁴ City of St. Helena. "General Plan Update Working Paper: Sustainability." October, 2007. Accessed September 24, 2008. <http://www.sthelena2030.com/documents/>.

In 2006, the City established a Climate Protection Task Force, now known as the Sustainability Committee. The Committee's mission is to educate St. Helena citizens, businesses, city staff and elected officials and assist with reasonable measures to achieve greenhouse gas reductions and effective sustainability practices.

In addition to the policies and programs contained the housing element, the City's draft General Plan Update 2030 contains a climate change element that aims to effectively address the City's energy conservation concerns, renewable energy production and use, transportation issues, sustainable business development, and the responsible evolution of the City to reduce climate change impacts in St. Helena.

Policy 5A promotes alternative energy use, suggests the adoption of a "solar access ordinance,"⁹⁵ and requires the City to provide information to the public regarding alternative energy technologies.⁹⁶ Policy 5B requires the City to promote energy conservation in new and rehabilitated housing, to require cost-effective energy conservation techniques that promote long-term affordability for new housing, to offer low-interest energy conservation loans, and to make information available to the public on potential energy conservation measures.

As of January 2007, the City of St. Helena had begun implementation of 2002 Housing Element Policy 5A by reducing building permit and inspection fees for photovoltaic system installation and by June 2008, the City had passed a fee waiver policy for photovoltaic systems. The City also established the Climate Protection Task Force in 2006, and became a member of the Build It Green Public Agency Council. Policy 5B, from the 2002 Housing Element had yet to be implemented beyond what was already required by the most recent adoption of the Building Code, however, a local Green Building Ordinance has been drafted and will be presented to the Planning Commission and City Council for adoption in late 2009.

According to the October 2007 General Plan Update Working Paper on Sustainability, there are four main issue areas under consideration for the current General Plan Update process relating to how sustainability may impact the potential for energy conservation in residential developments. Issue S-1 directly addresses issues of energy and energy usage by acknowledging that the City has limited control over its energy sources. The City may decide to support local energy generation through requirements to incorporate photovoltaic systems into new developments, provide incentives for local solar and wind power generation, and continue to waive fees for installation of photovoltaic power systems. In addition, the City may pursue incentives to increase the use of

⁹⁵ City of St. Helena. "General Plan: Housing Element." 2002. Accessed September 25, 2008. <http://www.sthelena2030.com/documents/>

⁹⁶ *Ibid.*

energy efficient appliances.⁹⁷

Issues S-2 and S-4 pertain to development patterns, transportation, and the jobs/housing balance, which generally correspond with the intent and direction of the previous General Plan and Housing Element. Issue S-3 presents the possibility of a new City policy highlighting the potential to increase use of green building practices for new residential and nonresidential development within the City of St. Helena. In particular, the working paper suggests policies related to Issue S-3 that mandate or encourage the use of Leadership in Energy and Environmental Design (LEED) or Energy Star design standards.⁹⁸

Overall, the City is in compliance with State standards and, in some respects, once the local Green Building Ordinance is adopted St. Helena may even exceed these minimum standards.

⁹⁷ City of St. Helena. "General Plan Update Working Paper: Sustainability." October, 2007. Accessed September 24, 2008. http://www.sthelena2030.com/global/pdf_files/working_paper_sustainability.pdf

⁹⁸ *Ibid.*

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

State law requires that a Housing Element include an inventory of available land that is appropriately zoned and suitable for housing development to accommodate the City's regional housing needs allocation.

Regional Housing Needs Allocation

The Department of Housing and Community Development (HCD) identifies the supply of housing necessary to meet the existing and projected growth in population and households in California. Each of the 39 regional jurisdictions in the State, including the Councils of Governments (CoGs), receives a RHNA from HCD that specifies the number of units, by affordability level, that the regional jurisdiction must plan to accommodate during their Housing Element planning period. Each regional jurisdiction then distributes the allocations throughout the cities and counties pursuant to article 65584 of the California Government Code. The allocation must be consistent with the following objectives:

- 65584(d)(1) "Increasing the housing supply and the mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner, which shall result in each jurisdiction receiving an allocation of units for low and very low-income households"
- 65584(d)(2) "Promoting infill development and socioeconomic equity, the protection of environmental and agricultural resources, and the encouragement of efficient development patterns."
- 65584(d)(3) "Promoting an improved intraregional relationship between jobs and housing."
- 65584(d)(4) "Allocating a lower proportion of housing need to an income category when a jurisdiction already has a disproportionately high share of households in that income category, as compared to the countywide distribution of households in that category from the most recent decennial United States census."⁹⁹

HCD determined the RHNA for the ABAG region, consistent with the objectives above. [The RHNA for the nine-county Bay Area region was 187,990 units for the 2014-2022 RHNA period. Napa County received 1,482 units, or approximately 0.8% of the total.](#)

Regional Housing Needs Allocation, ~~2007-2014~~2014-2022

Table 41 shows that the City received a Regional Housing Needs Allocation of ~~121~~31 units for the

¹⁶ California Government Code Section 65584.

compliance period of January 1, 2007-2014 through June 30, 2014-October 31, 2022. This breaks down to the various income categories as follows: 8 units affordable to very low-income households; 5 units affordable to low-income households; 5 units affordable to moderate-income households; and 13 units affordable to above moderate-income households. As per State law, projected housing need for extremely low-income households earning 30 percent or less of the area median income is one half of the very low-income category, or 4 units.

Table 41: St. Helena Regional Housing Needs Allocation, 2014-2022

	Very Low	Low	Moderate	Above Moderate	TOTAL
Original ABAG Allocation	8	5	5	13	31
Less Built or Building Permits Issued to Date (a)	4	0	2	25	35
Less Units Approved to Date (a)		5	3		8
Remaining Balance	4	0	0	0	4

Note:

(a) January 1, 2014 through December 31, 2014.

Sources: ABAG, 2013; City of St. Helena Planning Department, 2015; O'Rourke Community Planning, 2015.

From January 1, 2007-2014 through December 31, 2008-December 31, 2014, developers built or the City issued building permits for 24-35 units. Twenty-five single family houses and 10 second units have been built or are under construction. This includes 20 market-rate single family houses and 4 deed-restricted second units for very low income households in Phase II and Phase III of the Magnolia Oaks development, as provided for in the affordable housing agreement. The remaining units are on scattered sites throughout the City. Affordability levels for market-rate second units are based on the City's 2014 second unit survey, which found that 25 percent of second units are affordable to low-income households, 50 percent are affordable to moderate-income households, and 25 percent are affordable to above-moderate income households. The City estimates that 4 out of 10 second units are available for rental. As a result, the City has conservatively allocated the market rate second units as 2 moderate-income units.

The City also approved 45-8 additional affordable units for development at 1105 Pope Street. Sixty percent of the units are to be affordable to lower-income households and 40 percent affordable to moderate-income households. Although the developer is committed to providing the units at the deepest affordability levels possible, the City is conservatively estimating all lower-income units will be affordable to low-income households and not very-low income households. Additional information on this site is found in the Housing Opportunity Sites section (see Site #7).

As shown in Table 41, the City has already met or exceeded its RHHA requirement for the low, moderate and above moderate income categories. The remaining RHHA need is for 4 units for very low income households. This equates to 7 very low income, 5 low income, 15 moderate income (including 6 second units), and 39 above moderate income units in St. Helena that have at least received City approvals and have been either completed or are expected to be completed by June 30, 2014. The 7 very low income units, 5 low income units, and 9 of the 15 moderate income units are regulated affordable units associated with the Magnolia Oaks, Vineland Station, and Vintner's Court developments. All three projects have regulatory agreements in place setting the affordability of units in perpetuity.

The pending Mercy Housing application for 112 housing units on a ten-acre site has the potential to address a considerable portion of the City's RHHA. However, since this project is still in the pre-application stage, these units are not included in the City's progress towards accommodating its RHHA, in Table 38. The City does expect this project to be completed within the Housing Element planning period. Mercy Housing's current plans call for 30 rental units affordable primarily to very low and low income households, six for sale units targeted for low income households, 25 for sale units affordable to households with moderate incomes, and 51 for sale units affordable to various above moderate income categories, including 34 market rate units. Consequently, if the Mercy Housing project was taken into account, to accommodate its remaining unmet RHHA, the City would need only to provide land suitably zoned, which could be feasibly developed with an additional 10 low income units by June 30, 2014. Successful development of the Mercy Housing project would result in no remaining unmet need for units serving the very low, moderate, and above moderate income categories.

Zoning to Accommodate the Development of Affordable Housing to Lower Income Households

Government Code Section 65583(2) sets default minimum allowable densities for zoning presumed to accommodate housing affordable for lower-income households. The Government Code classifies jurisdictions in four different categories. All cities in Napa County are categorized as suburban jurisdictions, where the default minimum density necessary to provide affordable housing is at least 20 dwelling units per acre.¹⁰⁰ The City of St. Helena Municipal Code already allows for residential development of 20 up to 28 dwelling units per acre in the High Density residential zone. Additional density can be achieved by projects that include sufficient affordable units to qualify for density bonuses. Thus, the City's High Density Residential zoning category is presumed to be able to accommodate development that can meet very low- and low-income housing needs.

¹⁰⁰ Department of Housing and Community Development, Division of Housing Policy Development, "Amendment of State Housing Element Law – AB 2348" June 9, 2005.

Housing Sites Inventory

The Housing Sites Inventory is primarily comprised of sites that were identified in the 2009 housing element after an extensive public process. Table 42 details the inventory of key housing opportunity sites, and Table 43 lists other sites in St. Helena that could potentially support additional residential development, but due to factors including small parcel size, environmental constraints, and current zoning are not identified as key housing opportunity sites for the 2015-2023 housing element period. The key opportunity sites are shown in Figure 1, and the other sites are shown in Figure 2. It should be noted that with the exception of Sites #7, 8 and 11, the property owners have not expressed interest in developing these sites at the current time. However, the sites are appropriately zoned for multi-family housing, with no known environmental constraints other than the need to provide street and utility extensions to some of the identified opportunity sites. In addition, the City is not aware of any long term leases which would preclude development of these sites during the 2015-2023 planning period. As a result, the City considers these sites available for development within the current RHNA cycle.

Overall, there are four high density housing opportunity sites (Sites #8 - 11) totaling 3.9 acres that have a realistic development capacity of 62 units, which far exceeds the City's RHNA for 13 units affordable to lower income households.¹⁰¹ As discussed above, the High Density Residential zone can support affordable housing for lower income households. These estimates of development capacity are based on a conservative assumption that the sites will develop at the lowest permissible density for each category. The City purchased the 684 McCorkle Avenue parcel in 2013 and plans to develop 9-12 units of affordable housing on the site over the planning period. The property owner of 821 Pope Street has submitted conceptual drawings to the City for a senior co-housing development consisting of 19 residential units.

There are seven medium density key housing opportunity sites (Sites #1 - 7) totaling 34 acres that are estimated to have a minimum development capacity of 173 units. One of these sites has been approved for an 8-unit affordable multifamily project. Two sites are vacant and have the capacity to support a minimum of 59 units. The remaining four sites are currently vineyards and ranches. These sites, though currently in agricultural use, are zoned for residential development and are identified as key housing opportunity sites. Due to the general lack of residentially zoned land in Napa Valley overall, these vineyard sites that have the appropriate residential zoning, are located within St. Helena's Urban Limit Line, and have access to City services are considered developable. Medium density sites are generally assumed to provide market rate housing affordable to above-moderate income households. However, development projects will be subject to the City's inclusionary regulations, which require 20 percent of the units to be affordable.

¹⁰¹ "Realistic" development capacity is based upon the imposition of development standards that impact the residential development capacity of the site.

Public Participation

The initial step in developing a housing sites inventory for the Housing Element Update was to start with the housing sites inventory in the 2009 Housing Element. The 2009 Housing Element identified 12 key housing development sites. Seven of these sites were identified as Medium Density Residential, and three were identified as high density. In addition, a City-owned site zoned for commercial and agricultural use was included for potential rezoning for residential development.

City staff and the City's consultant presented these sites at the April 2014 Community Workshop and, based upon community input and a review of staff's general knowledge of sites within the City, revised the list to reflect the current development potential of the key housing sites. Two sites were removed from the key housing site list and moved to the other vacant/underutilized list: the Hunter property located between Adams Street and the City-owned flood control parcel adjacent to the Napa River, and a City-owned parcel at Adams Street and Library Avenue. In addition, a site identified at 1600 Main Street was removed from the list because the parcel is not currently zoned for high density housing and cannot currently accommodate additional housing units. One site was moved from the other vacant/underutilized site list to the key housing site list because the property owner is currently interested in developing a 19-unit senior co-housing project on the parcel.

The City then conducted an analysis of the constraints to housing development, infrastructure availability, likely housing unit carrying capacity, and suitability of the various sites to accommodate housing that could be affordable to the different income categories. This analysis also identified recommended Housing Element policies and/or programs that would ensure that the City can fully accommodate its RHNA through existing sites that are appropriately zoned and available for housing development.

Additional input on the Sites Inventory was provided by both the Planning Commission and City Council after public hearings were held during meetings in February of 2015.

Housing Opportunity Sites

Site #1 – 567 Pope Street APN 009-070-002 (Medium Density Residential /10 Ac) Unit range: 51-160

This site is located on Pope Street at the terminus of Starr Avenue. Future development will need to plan for the extension of Starr Avenue. Water, sewer, and storm drain lines are available from Pope Street. The site is currently developed with a single residence, a stand of oaks, and a remnant walnut orchard.

Site #2 – 591 McCorkle, APN 009-070-003 (Medium Density Residential /8 Ac) Unit range: 40-127

This parcel is directly south of the Romero Property and contains a residence and vineyards. Development of the site will require improvements to traffic circulation with the extension of McCorkle Avenue and Starr Avenue as shown on the General Plan. Water, sewer, and storm drain are available from McCorkle Avenue. Any future extension of Starr Avenue may provide additional services to the site. The property will not need either a General Plan Amendment or a rezoning for residential development.

Site #3 – 1817 Spring Street, APN 009-322-009 (Medium Density Residential /1.5 Ac) Unit range: 8-24

This site is located on North Crane and is currently occupied by a barn and an oak grove. Water, sewer, and storm drain are available to the site. The parcel will not need either a General Plan Amendment or a rezoning for residential development.

Site #4 – Sulphur Springs, APN 009-362-015 (Medium Density Residential /5.3 Ac) Unit range: 27-85

This site is directly west of the Magnolia Oaks project and is currently planted to vineyards. It is a split zoned lot with 5.3 acres zoned as Medium Density Residential and 10 acres zoned as Agriculture. The agricultural portion of the site is not completely within the Urban Limit Line. Development of the site would require improvements to traffic circulation with the extension of La Quinta Way and a secondary connection to Sulphur Springs Avenue and/or South Crane Avenue. Sewer lines would need to be extended to the site. The property, zoned as Medium Density Residential, will not need either a General Plan Amendment or a rezoning for residential development.

Site #5 – Spring Street, APN 009-441-023 (Medium Density Residential /4.4 Ac) Unit range: 22-70

This site is located on Spring Street and is planted to vineyards. In 2007 the owners had expressed interest in designating the property as a historic resource and establishing a small winery but a formal application has not yet been filed. Water, sewer, and storm drain are available to this site. The property will not need either a General Plan Amendment or a rezoning to facilitate residential development.

Site #6 – 576 Pope Street, APN 009-552-002 and 009-552-003 (Medium Density Residential /4.6 Ac) Unit range: 24-74

This site is located on the northeast corner of Starr Avenue and Pope Street and is currently occupied by a barn and a vineyard. Water, sewer, and storm drain are available to this site. The site contains two legal parcels. The parcels would not need either a General Plan Amendment or

a rezoning for residential development.

Site #7 – 1105 Pope Street, APN 009-090-003 (Medium Density Residential /.22Ac) Units approved: 8

In August 2013, the City approved an 8-unit affordable housing project on this site. Calistoga Affordable Housing owns parcel and is developing the project. The approved three-story, 6,780 square foot building will contain 6 two-bedroom units and 2 three-bedroom units. The City granted several concessions and a density bonus to ensure the financial feasibility of the project, and, in 2013, granted a water allocation to the project from the City's water supply surplus. Under the Medium Density designation, the project was entitled to 3.5 market rate units. Under State density bonus law, the project was entitled to a maximum of 5 units. The City granted an additional density bonus to increase the number of units to 8. In addition, the City granted concessions from the following development standards: maximum floor area (3,000 square feet allowed; 6,780 square feet granted); height of structure (30 feet allowed; 36 feet granted); setbacks; and parking (8 covered and 8 uncovered on-site spaces required; 8 covered on-site spaces granted). The City also reduced development fees of up to \$150,000 for the project (fees are estimated at approximately \$172,000 in the housing element). City staff provided extensive technical assistance to the applicant and assisted in obtaining a grant for the project. Although regulatory agreements have not yet been executed, the project was approved for 60 percent of the units to be affordable to lower income households and 40 percent affordable to moderate income households.

Site #8 – 684 McCorkle Avenue, APN 009-502-007 (High Density Residential /.54 Ac) Unit range: 9-12

The City purchased this site in 2013 utilizing Housing Trust funds. The City plans to develop 9 to 12 units of affordable housing on the site within the planning period. The City was awarded a CDBG grant to analyze the feasibility of developing affordable housing units on opportunity sites throughout the community, including 684 McCorkle Avenue. The City will use the results of this analysis to guide development of a financing plan for the property.

Sites #9 & 10 – 1515 and 1447 Spring Street, APN 009-590-010 and 009-590-003 (High Density Residential/2.4 total Ac) Unit range: 38-67

These sites are adjacent to each other with each site containing one single-family residence. They are located between the Wallis/Voorhees development and homes located on Spring Street with access from Spring Street. Water, sewer, and storm drain are available to these sites. The properties will not require a General Plan Amendment or a rezoning for residential development.

Site #11 – 821 Pope Street, 009-503-001 (High Density Residential/.97 Ac) Unit range: 15-27

This site is located on Pope Street and contains a single-family residence. The site is underutilized and its size and proximity to the center of town make it a prime site for increased density. The site

is served by existing water, sewer and storm drains. The property would not require a General Plan Amendment or a rezoning for additional residential development. The current owner has submitted conceptual drawings to the City for a senior co-housing development consisting of 19 residential units.

Second Unit Development

Local governments can employ a variety of development strategies and/or commit to specific program actions to address the adequate sites requirement. As provided in Government Code Section 65583(c)(1)), in addition to identifying vacant or underutilized land resources, local governments can address a portion of their adequate sites requirement through the provision of second units.

To rely on second units as part of an overall adequate sites strategy to accommodate a portion of the regional housing need, the element must include an estimate of the potential number of second units to be developed in the planning period based on an analysis that considers the following factors:

1. the number of second units developed in the prior planning period;
2. community need for these types of housing units,
3. the resources and/or incentives available that will encourage the development of second-units; and
4. other relevant factors as determined by HCD.

Thirty-nine second units were developed during the 2007-2014 planning period at a rate of 5.6 units per year. Based upon this past production, 49 second units are projected to be developed over the next 8.8-year RHNA period (January 1, 2014 to October 31, 2022) under current conditions and the current development standards. Ten of these second units have already been approved and/or are under construction. Projected affordability levels for market-rate second units are based on the City's second unit survey, conducted in 2014, which found that approximately 4 out of 10 second units are being rented, and of this number, 25% are affordable to low income households, 50% are affordable to moderate income households, and 25% are affordable to above moderate income households. Second units can provide housing for aging parents, adult children, caretakers, and in-home caregivers, and are an important source of affordable housing in St. Helena. They also can provide additional income for property owners, allowing retired and aging residents to remain in their homes rather than relocate to a more affordable community. The City intends to explore future policies for reporting requirements in order to determine actual use and affordability levels of newly constructed second units.

Zoning for a Variety of Housing Types

Multifamily Rental Housing

~~Zoning for multifamily housing has been updated as recommended by Policy 1C-2 of the 2002 Housing Element. Now~~ The St. Helena Municipal Code permits multifamily dwellings, apartments, and dwelling groups with fewer than five units, by right in the High Density Residential (HR) zoning district. Projects permitted by right require only routine approvals and are subject to a design review by the Planning Commission. Multifamily projects with five or more proposed units require a conditional use permit and must undergo a public review process. In addition, the Medium Density Residential (MR) district ~~was also revised to permits~~ the construction of attached duplex or triplex units with a conditional use permit.^{102 103} As discussed previously, the City of St. Helena's recent approval of ~~an 8-unit multifamily project at 1105 Pope Street two apartment complexes as part of the Magnolia Oaks and Vineland Station developments~~ demonstrates the City's commitment to ensure that the conditional use permit requirement does not represent an undue constraint on the development of multifamily rental housing in St. Helena. As a result of the City's careful application of its zoning regulations, St. Helena boasts a number of examples of high-quality, attractive affordable housing developments. ~~These existing high density projects have impressed community members during the Housing Element Update process and have effectively served as positive examples of high density housing in St. Helena. These projects will pave the way for continued support for affordable housing in the community. Nonetheless, Program HE1.E of the 2009 Housing Element committed the City to eliminate the use permit requirement for multifamily projects in both the medium and high density residential districts by June 30, 2012. The program anticipated that the City would adopt the General Plan Update and adopt design review guidelines for multifamily projects prior to removing the use permit requirement. As these actions have not yet been completed, the program has been continued in the Housing Element Update.~~

Housing for Permanent and Seasonal Agricultural Employees

Sections 17021.5 and 17021.6 of the California Health and Safety Code establish specific requirements for the permitting of agricultural employee housing in a jurisdictions' zoning code. Specifically, Section 17021.5 mandates that "employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use."¹⁰⁴ Furthermore, designated employee housing, as defined above, cannot be subject to conditional use permit requirements, zoning variance, fees, taxes, or any other requirement other than those

¹⁰² City of St. Helena. Annual Report of Compliance with Housing Element. June 2008.

¹⁰³ City of St. Helena. St. Helena Municipal Code, Title 17. Accessed October 2, 2008.
<http://www.codepublishing.com/CA/sthelenal/>.

¹⁰⁴ California Government Health and Safety Code 17021.5 (b)

pertaining to a traditional single-family structure. Section 17021.6 pertains to larger employee housing facilities featuring a maximum of 36 beds in group quarters, or 12 single-family units. Under this legislation, such units are deemed an agricultural land use and cannot be subject to any restrictions, conditional use requirements, zoning variance, fees, taxes, or other requirements not imposed on other agricultural uses in the same zone.

In January 2015, the City amended the Municipal Code to allow agricultural employee housing for 6 or fewer employees as a permitted use in all residential zoning districts and to allow employee housing for up to 36 beds or 12 units as a permitted use in the Agricultural (A-20), and Agricultural Preserve (AP), and Winery (W) zoning districts. At present, the City of St. Helena Municipal Code does not directly identify agricultural employee housing as a use permitted by right under Sections 17021.5 or 17021.6 of the California Health and Safety Code. However, the City of St. Helena Municipal Code does permit “farm labor housing for transient labor or agricultural employees in excess of the density limitations of the district”¹⁰⁵ as a conditional use in the Twenty Acre Agriculture (A-20) and Winery (W) zoning districts. Thus, farmworker housing constructed in compliance with the maximum density requirements for the above zones (one unit per five acres) is assumed to be a permitted a use. Under the Agricultural Preserve (AP) zone, farmworker housing and seasonal farm labor camps are again considered a conditional use and are not clearly permitted as an agricultural use as required under Section 17021.6 of the Health and Safety Code. Therefore, the City may wish to consider amending the Municipal Code to expressly state that agricultural employee housing for six or fewer employees is permitted by right in all zones that allow single-family residential development by right, and permit by right agricultural employee housing of up to 12 units in zones where agriculture is permitted by right, in order to comply with the California Health and Safety Code.

Zoning for Emergency Shelters, Transitional Housing, and Supportive Housing

Government Code Section 65583(a)(4) requires that St. Helena identify one or more zoning districts that permit the development of at least one, year-round, emergency shelter, without conditional use permit, and with capacity to accommodate the jurisdictions homeless and transitional housing needs.^{106 107} In addition, recent amendments to state housing element law that came into effect January 1, 2008 as part of SB2 require cities to designate zoning where emergency shelters are permitted by right within one year of the adoption of the housing element or enter into

¹⁰⁵ City of St. Helena. St. Helena Municipal Code. Title 17. Accessed October 2, 2008. <http://www.codepublishing.com/CA/sthelena/>.

¹⁰⁶ Building Block for Effective Housing Elements, “Adequate Sites Inventory and Analysis: Zoning for Emergency Shelters and Transitional Housing”. http://www.hcd.ca.gov/hpd/housing_element/index.html. Accessed on June 13, 2008.

¹⁰⁷ Senate Bill 2, Chapter 633. Amendment to Acts 655582, 65583 and 65589.5. Approved by the Governor on October 13, 2007. Effective January 1, 2008.

~~a multijurisdictional agreement with neighboring jurisdictions to for development an emergency shelter to address the unmet needs within two years of the adoption of the housing element. In 2015, the City amended the Municipal Code to allow emergency shelters as a permitted use in the Service Commercial (SC) and Industrial (I) zoning districts.~~ These zones include 6 sites that are currently vacant. These sites range from 0.3 acres to 1.8 acres, for a total 5.3 acres, and could accommodate approximately 58,000 building square feet using a conservative Floor Area Ratio (FAR) assumption of 0.25. This amount of building space could easily support St. Helena's share of the identified countywide need of ~~45668~~ emergency shelter beds. Furthermore, all sites within the SC and I zones are within the Urban Limit Line, indicating that they are in close proximity to Main Street, public transportation, and other services to serve this special needs population. All 6 sites are either located on Main Street or within 0.2 miles of Main Street, and all 6 sites are within 0.3 miles of a public transit stop. Sites within these zones are also generally located near uses compatible with an emergency shelter (primarily residential, commercial, open vineyards, and public or quasi-public uses). A few of the sites are within an area of town with commercial offices and light industrial uses. The light industrial uses include businesses such as warehousing for agricultural and wine products, a home improvement operation, and a gourmet food production business. The nearby light industrial uses do not include heavy manufacturing, hazardous materials, or 24-hour operations.

~~The City also amended the Municipal Code to allow transitional and supportive housing in all zoning districts that allow residential uses, subject to the same regulations as other housing of the same type in the same zone. Transitional and supportive housing is a permitted use in all residential zoning districts and is allowed with a conditional use permit in the Service Commercial (SC) and Central Business (CB) zoning districts, subject to the same regulations that apply to other housing in these districts.~~

~~Currently~~In addition, the Low Density Residential (LR), Low Density Residential One Acre Minimum (LR-1A), Medium Density Residential (MR) and High Density Residential (HR) zoning districts permit by right any residential facility serving six or fewer persons. Residential facilities serving more than six persons are permitted with a conditional use permit. Under the City's zoning code, a residential facility is defined as "any family home, group-care facility, or similar facility determined pursuant to state law, for 24-hour nonmedical care of persons in need of personal service, supervision, or assistance essential for sustaining the activities of daily living or for the protection of the individual."¹⁰⁸ ~~Thus, the City will need to amend the Municipal Code to directly identify transitional and supportive housing as a permitted use in any zoning district, regardless of the number of residents.~~

¹⁰⁸ City of St. Helena. St. Helena Municipal Code, Title 17. Accessed October 2, 2008.
<http://www.codepublishing.com/CA/sthelenal/>.

Policy 1E-1 of the 2002 Housing Element required the City to define “emergency shelters” and “transitional housing facilities” as part of the zoning code in addition to permitting these uses with conditional permit in the Central Business (CB), Service Commercial (SC), Business and Professional Office (BPO), and Public/Quasi-Public (PQP) zoning districts. However, as of June 2008, no steps had been taken to implement this 2002 Housing Element policy, and the City has not yet taken steps to comply with SB2 regulations.¹⁰⁹

The 2009 Housing Element update includes a program to amend the Municipal Code to allow emergency shelters for the homeless population by right in the Service Commercial (SC) and Industrial (I) zones.

Single Room Occupancy (SRO)

Single-room occupancy residential units are a traditional form of affordable housing for low-income individuals consisting of a single room, often between 80 and 250 square feet in size, with or without cooking and sanitary facilities, that is rented out, often on a daily, weekly, or monthly basis. The St. Helena Municipal Code currently permits single-room occupancy ~~type units by right in the form of Lodging Houses serving up to two paying occupants in an owner occupied dwelling, as an accessory use in the Low Density Residential (LR), Medium Density Residential (MR) and High Density Residential (HR) zoning districts. Single room occupancy housing is defined as multi-unit housing that consists of single room dwelling units rented for at least thirty days in which all living activities occur within a single room. As defined under Chapter 17.04 of the Municipal Code, lodging houses are buildings other than hotels, motels or bed and breakfast inns, where individuals can pay a rent in exchange for accommodations, including room and board, or board alone. Lodging houses serving more than two and up to five occupants require a use permit. Accessory structures featuring cooking and sanitation facilities are required to meet design and building standards similar to those of standard single family and second units. Units without such facilities are subject to significantly fewer requirements and are more likely to address low-income housing needs.~~¹¹⁰

Factory Built Housing and Mobile Homes

Government Code Section 65852.3(a) requires that manufactured and mobile homes, including the lots on which they are installed, meeting certain standards of construction and be subject to the same development standards that apply to conventional, stick built, single-family homes.¹¹¹ In

¹⁰⁹ City of St. Helena. Annual Report of Compliance with Housing Element. June 2008.

¹¹⁰ City of St. Helena. St. Helena Municipal Code, Title 17. Accessed October 2, 2008: <http://www.codepublishing.com/CA/sthelenaz/>.

¹¹¹ GCS 65852.3(a) standards include the constructed or purchased after October 1976, certified under the National Manufactured Housing Construction and Safety Standards Act of 1974, and installed on a foundation system pursuant to Section 18551 of the Health and Safety Code.

accordance with this legislation, the St. Helena Municipal Code, Title 17, defines a single-family dwelling to include a “mobilehome constructed to meet 1976 HUD standards, when placed on a permanent foundation, which is designed or used exclusively as a residence, including only one dwelling unit.”¹¹² Thus, mobile units meeting the above definition are permitted under single-family site development standards in all zones that allow single-family housing units by right.

In addition, the Low Density Residential (LR), Low Density Residential One Acre Minimum (LR-1A), Medium Density Residential (MR) and High Density Residential (HR) districts specifically permit as an allowed use, permanent mobile homes constructed in accordance with the 1974 safety standards and installed on a permanent foundation. Chapter 17.100 of the Municipal Code sets forth requirements for the Mobilehome Park Overlay (MHP) zoning district that applies the State Mobilehome Parks Act to the establishment and operation of mobilehome parks within the boundaries of the City of St. Helena.^{113 114} Under these provisions of the Municipal Code, St. Helena fully adheres to the State standards regarding manufactured and mobile homes, and mobile home parks. The City is considering updating this Chapter of the Municipal Code to cover all manufactured housing and not just mobilehomes. This change should not affect adherence to State standards regarding manufactured housing and mobilehome parks.

Second Units

The St. Helena Municipal Code defines a second unit as “an attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as a single-family dwelling is situated.”¹¹⁵ A second unit may also be an efficiency unit or manufactured home, as defined by the California Health and Safety Code. In compliance with State law, the St. Helena Municipal Code permits the construction of second units in all residential zoning districts. Units within the Woodlands and Watershed (WW) district are held to a higher standard due to potential environmental issues that would require mitigation. Second units meeting specified standards are permitted and others require a conditional use permit. Second units are exempt from the Growth Management System Municipal Code Section 17.152.040. In order to maintain affordability, second units are limited to 850 square feet. Second units may not be rented for periods of time less than 30 days.

¹¹² City of St. Helena. St. Helena Municipal Code, Title 17. Accessed October 2, 2008. <http://www.codepublishing.com/CA/sthelenal/>.

¹¹³ Building Blocks for Effective Housing Elements. Adequate Sites Inventory and Analysis: Zoning for a Variety of Housing Types. Accessed October 2, 2008. http://www.hcd.ca.gov/hpd/housing_element/index.html.

¹¹⁴ City of St. Helena. St. Helena Municipal Code, Title 17. <http://www.codepublishing.com/CA/sthelenal/>. Accessed October 2, 2008.

¹¹⁵ *Ibid.*

Since the previous housing element, the maximum size limit for second units increased from 600 square feet to 850 square feet. This amendment was intended to encourage full-time occupancy of units while maintaining affordability to moderate income households. Additional incentives have been added, including increasing the potential floor area up to 400 square feet for primary dwelling units that include a second unit.

Zoning Definition of a Family

The California courts have invalidated definitions of “family” within jurisdictions’ zoning ordinances that refer to a) two or more persons related by blood, marriage or adoption, or b) a group of not more than a certain number of unrelated persons living together as a single housekeeping unit. Court rulings state that defining a family does not serve any legitimate or useful objective or purpose recognized under the zoning and land planning powers of the city, and therefore violates rights of privacy under the California Constitution. State and federal fair housing laws also prohibit definitions of family that either intentionally discriminate against people with disabilities or have the effect of excluding such individuals from housing.

The St. Helena Municipal Code includes the following definition of family:

“Family” means any of the following groups living together in the same dwelling unit as a single housekeeping unit:

1. Any number of persons related by blood, marriage or legal adoption;
2. A nuclear family identified by extended cohabitation;
3. A group not exceeding five persons whose interpersonal relationships relating to shared household expenses, duties and private lives are indistinguishable from groups listed in subsections 1 and 2 above.

St. Helena’s definition of a family is overly restrictive and should be revised pursuant to California case law. Program HE1.K has been added to the housing element to update the City’s definition of family. “Family” may be defined as one or more persons living together as a single housekeeping unit in a dwelling unit. The definition should not distinguish between related and unrelated individuals and should not impose a numerical limit on the number of persons that may constitute a family.

Summary

St. Helena has already built, issued building permits for, or approved ~~66-35~~ housing units since January 1, ~~2007~~2014. In order to address its remaining RHNA, the City must demonstrate that it has sufficient sites to accommodate an additional ~~23-4~~ very low-income, ~~16 low-income, 10~~

moderate-income, and 6 above moderate-income housing units. The pending Mercy Housing project would further address a significant portion of the City's RHNA. Approval of the pending Mercy Housing project would result in the City fully addressing the very low-, moderate-, and above moderate-income RHNA, with the need remaining for only 10 units in the low-income category. However, because this project is still in the pre-application stage, these units have not been included in Table 38 and the analysis of the City's progress towards achieving its RHNA. The City has identified four high density sites that have a realistic development capacity, based on minimum density requirements, of 62 units, which far exceeds the City's total RHNA for the very low and low-income categories. As a result, the City has sufficient, appropriately-zoned land to meet its regional housing need obligation for lower-income units. The City also has identified seven medium density sites which may provide market rate housing as well as affordable units under the City's inclusionary requirements.

With significant public input, the City has identified 11 medium and high density sites as well as one non-residentially zoned site as key housing opportunity sites, as detailed in Table 39. Using a conservative approach of estimating housing development capacity with the minimum density requirements for each residential zone, the medium density sites could support a total of 259 units and three of the four high density sites could support 47 units. The 47-unit high density development capacity represents a 20 percent buffer above the 39 lower income units remaining in the City's RHNA. Again, this analysis conservatively excludes the potential affordable units that are proposed as part of the pending Mercy Housing project as well as the 9 net additional units that could be supported on the Montelli Property (Site #11) if it is rezoned to High Density Residential and redeveloped. Moreover, Table 40 details additional sites in the City that could potentially support new housing development. Due to other factors, including a lack of property owner interest or small size, these additional sites were not identified as key housing opportunity sites.

St. Helena's Zoning Ordinance allows for a variety of housing types in the City, including multifamily units, emergency shelters, transitional and supportive housing, single-room occupancy units, manufactured and mobile homes, farmworker housing, and second units. However, in order to comply with Fair Housing laws, Section 17021.6 of the California Health and Safety Code, St. Helena should amend the Municipal Code to update the definition of family, allow agricultural employee housing for six or fewer employees as a permitted use in all zones that allow single-family residential development by right. St. Helena must also amend the Municipal Code to allow transitional and supportive housing developments, consistent with State law. In addition, St. Helena must address the requirements established by SB2 pertaining to emergency shelters by permitting emergency shelters by right in the Service Commercial and Industrial zones within one year of the adoption of the housing element. Moreover, based on community input during the Housing Element Update process, the City is exploring permitting multifamily units by right in the Medium and High Density Residential zones upon adoption of design guidelines, and expanding

the Mobilehome Park Overlay district to include all manufactured housing. In addition, the St. Helena Municipal Code requires a conditional use permit for multifamily projects with five or more proposed units in the High Density Residential (HR) district and attached duplex or triplex units in the Medium Density Residential (MR) Program. HE1.D will remove this potential constraint to housing development by eliminating the use permit requirement for multifamily projects in both the medium and high density residential districts and for key housing opportunity sites in the medium density residential district that are identified in Table 42, the Available Land Inventory Summary. These Zoning Code amendments will be completed by May 2016, once the City adopts design review guidelines for multifamily projects. The City will also evaluate redesignating and rezoning medium density parcels not listed in Table 42 with a land use designation that better reflects the type and character of existing development. In addition, the City will eliminate, as appropriate, use permit requirements for multifamily projects for the remaining parcels in the medium density residential district.

Table 42: Available Land Inventory Summary, Key Housing Sites

Site Number	APN	Address	Current Zoning (a)	Current Gen. Plan (b)	Allowable Density (du/ac)		Potential Unit Capacity		Existing Use	Infrastructure Capacity	Environmental Constraints	Realistic Unit Capacity at Min. Density(c)	
					Acreage	Min.	Max.	Min.					Max.
Medium Density													
1	009-070-002	567 Pope St.	MR	MDR	10.0	5.1	16	51	160	Vacant	Part of the parcel needed for Starr Ave. extension. Water, sewer, and storm drain available.	None Currently identified	51
2	009-070-003	591 McCorkle Ave.	MR	MDR	7.9	5.1	16	40	127	Ranch and Vineyard	Water, sewer, and storm drain available.	None Currently identified	40
3	009-322-009	1817 Spring St.	MR	MDR	1.5	5.1	16	8	24	Vacant	Water, sewer, and storm drain available.	None Currently identified	8
4	009-362-015	Sulphur Springs Ave.	MR/AG	MDR/AG	5.3/10.0	5.1	16	27	85	Vineyard	Extend sewer lines to site. Increase access with new road to Sulphur Springs Ave. Not completely within Urban Limit Line.	None Currently identified	27
5	009-441-023	Spring St.	MR	MDR	4.4	5.1	16	22	70	Vineyard	Water, sewer, and storm drain available.	None Currently identified	22
6	009-552-003	576 Pope St.	MR	MDR	4.6	5.1	16	24	74	Vineyard	Water, sewer and storm drain available.	None Currently identified	24
7	009-090-003	1105 Pope St.	MR	MDR	0.2	5.1	16	1	3	Single-family residence	Water, sewer and storm drain available.	None Currently identified	8 (d)
Medium Density Total								173	543				180
High Density													
8	009-502-007	684 McCorkle Ave.	HR	HDR	0.5	16.1	28	9	12	City-owned	Water, sewer and storm drain available.	None Currently identified	9
9	009-590-010	1515 Spring St.	HR	HDR	0.9	16.1	28	14	25	Single-family residence	Water, sewer and storm drain available.	None Currently identified	14
10	009-590-003	1447 Spring St.	HR	HDR	1.5	16.1	28	24	42	Single-family residence	Water, sewer and storm drain available.	None Currently identified	24
11	009-503-001	821 Pope St.	HR	HDR	1.0	16.1	28	15	27	Single-family residence	Water, sewer and storm drain available.	None Currently identified	15
High Density Total								62	106				62

Notes:

(a) AG = Agriculture, CB = Central Business, HR = High Density Residential, MR = Medium Density Residential.

(b) AG = Agriculture, CB = Central Business, HDR = Higher Density Residential, MDR = Medium Density Residential.

(c) Based on minimum density requirements where appropriate.

(d) Number of units based on approved project.

(e) Number of units based on conceptual designs submitted by property owner.

Sources: City of St. Helena staff, June 2014.

Table 43: Available Land Inventory Summary, Other Vacant/Underutilized Sites

Site #	APN	Address	Current Zoning (a)	Current Gen. Plan (b)	Acreage	Allowable Density (du/acre)		Potential Unit Capacity		Existing Use	Infrastructure Capacity	Environmental Constraints	Realistic Unit Capacity at Min. Density(c)
						Min.	Max.	Min.	Max.				
Low Density													
12	009-391-020	Spring Street	WW/LR-1A	WW/LDR	8.7/5.6	n.a	1	n.a.	5	Vacant	Water, sewer and storm drain available. Rezone to MR.	None Currently identified	n.a
Medium Density													
13	009-173-011	Stockton	MR	MDR	0.4	5.1	16	2	6	Vacant	All utilities available.	None identified	2
14	009-222-003	1521 Oak Avenue	MR	MDR	0.2	5.1	16	1	3	Vacant	All utilities available.	None identified	1
15	009-270-004	Kearney	MR	MDR	0.2	5.1	16	1	4	Underutilized	All utilities available	None identified	1
16	009-304-013	1405 Adams	MR	MDR	0.2	5.1	16	1	4	Vacant	All utilities available	None identified	1
17	009-305-046	Medrona	MR	MDR	0.2	5.1	16	1	3	Underutilized	All utilities available.	None identified	1
18	009-305-047	Medrona	MR	MDR	0.2	5.1	16	1	2	Underutilized	All utilities available.	None identified	1
19	009-311-005	Allyn	MR	MDR	0.1	5.1	16	1	2	Underutilized	All utilities available.	None identified	1
20	009-312-005	1623 Adams	MR	MDR	0.2	5.1	16	1	4	Underutilized	All utilities available.	None identified	1
21	009-312-050	Stockton	MR	MDR	0.1	5.1	16	1	2	Underutilized	All utilities available.	None identified	1
22	009-313-041	Spring	MR	MDR	0.4	5.1	16	2	7	Vacant	All utilities available	None identified	2
23	009-362-016	Suphur Springs	MR	MDR	0.4	5.1	16	2	6	Vineyard	No public water, sewer, or storm drain currently available	None identified	2
24	009-401-042	Crinella	MR	MDR	0.1	5.1	16	1	2	Underutilized	All utilities available.	None identified	1
25	009-403-013	Park	MR	MDR	0.1	5.1	16	1	2	Underutilized	All utilities available.	None identified	1
26	009-431-019	Suphur Springs	MR	MDR	0.2	5.1	16	1	2	Vacant	All utilities available.	None identified	1
27	009-441-021	Olive	MR	MDR	0.2	5.1	16	1	3	Vacant	All utilities available.	None identified	1
28	009-710-006	Quail Court	MR	MDR	0.4	5.1	16	2	6	Vacant	All utilities available.	None identified	2
29	009-030-020	No address	MR	MDR	17.1	5.1	16	87	274	Vineyard	Extend water, sewer, and storm drains from the proposed public street.	Identified in the Draft EIR	87
High Density													
30	009-180-034	Vidovich	HR	HDR	13.4	16.1	28	216	376	Vineyard	No public water, sewer, or storm drains. Improvements needed to surrounding streets.	None identified	0
Woodlands Watershed													
31	009-131-043	Spring Mountain	WW	WW	29.3	n.a	0.2 (d)	n.a	6	Vacant	No public water or sewer.	Biological, slope	0
32	009-131-039	Spring Mountain	WW	WW	5.0	n.a	0.2 (d)	n.a	1	Vacant	No public water or sewer.	Biological, slope	0
Other													
33	009-150-006	Library Ave./Adams	CB/AG	CB/AG	3.6/2.0	n.a.	28	n.a	28	Vacant	Water, sewer, and storm drain available. Not completely identified within Urban Limit Line.	None currently identified	28
34	009-070-033	1000 Mills	SC/AG	SC/AG	6.1/4.2	n.a	10	n.a	20	Vacant	No public water, sewer, or storm drains. Improvements needed to surrounding streets. Not completely within Urban Limit Line	None identified	20
35	009-180-008	905 Main	SC	SC	0.3	n.a	n.a.	Unknown	Unknown	Vacant		Unknown	Unknown
36	009-580-009	Dowdell	IND	I	0.8	n.a	n.a.	Unknown	Unknown	Underutilized		Unknown	Unknown
Total								321	766				153

Notes:

(a) AG = Agriculture, CB = Central Business, IND = Industrial, HR = High Density Residential, MR = Medium Density Residential, LR-1A = Low Density Residential One Acre Minimum, SC = Service Commercial, and WW = Woodlands and Watershed

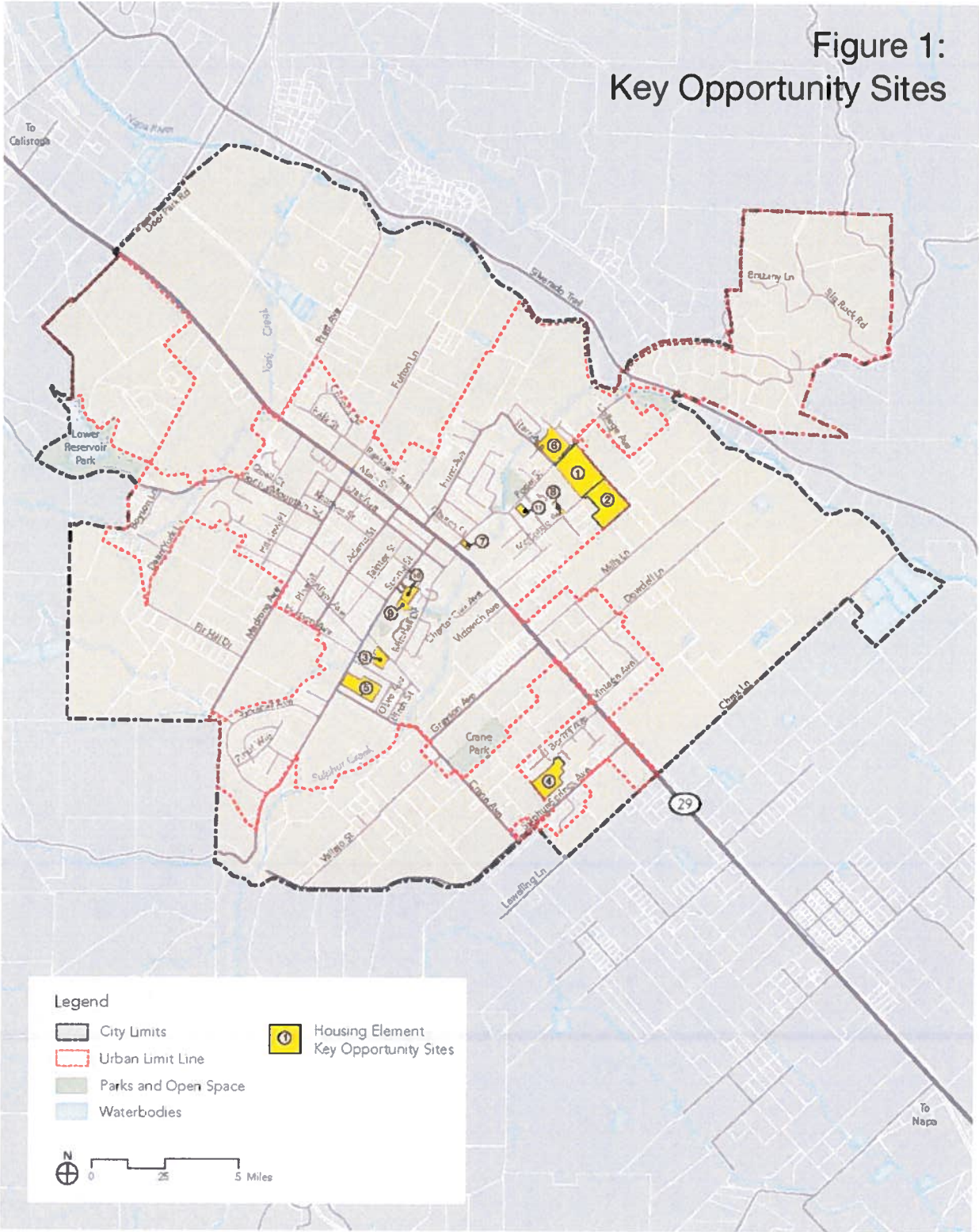
(b) AG = Agriculture, CB = Central Business, I = Industrial, HDR = Higher Density Residential, MDR = Medium Density Residential, LDR = Low Density Residential SC = Service Commercial, and WW = Woodland and Watershed

(c) Based on minimum density requirements where appropriate

(d) Allowable density of one dwelling unit per five acres

Sources City of St. Helena staff, June 2014

Figure 1:
Key Opportunity Sites



Other Vacant/Underutilized Sites



Appendix A: Definitions

Terms Related to Geography

Bay Area: For the purpose of this Housing Element, the Bay Area is defined to include the counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Sonoma, and Solano.

Terms Related to Households

Average Household Size: Average household size equals the number of people living in households divided by the number of occupied housing units in a given area.

DisabledDisability: “A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.”¹¹⁶

Elderly: Persons 65 years of age or older according to the 2000 Census. However, the Comprehensive housing Affordability Strategy (CHAS) Data set, published by the Department of Housing and Urban Development defines elderly as ages 62 and over.

Family Household: Two or more related persons occupying a dwelling unit.

Household: A person or group of persons occupying a single dwelling unit. This does not include persons living in group quarters, such as dormitories, convalescent homes, or prisons.

Large Family: A family of five (5) or more persons.

Non-Family Household: A single person living alone, or two or more unrelated persons sharing a dwelling unit.

Overcrowding: More than one person per room. Also see *Room*.

Terms Related to Income Levels

Extremely-Low Income Household: A household whose income, with adjustments for household size, does not exceed 30 percent of the Area Median Family Income (AMFI), as published annually by the State of California, Department of Housing and Community Development.

Very Low-Income Household: A household whose income, with adjustments for household size, does not exceed 50 percent of the Area Median Family Income (AMFI), as published annually by the State of California, Department of Housing and Community Development.

Low-Income Household: A household whose income, with adjustments for household size, does not exceed 80

¹¹⁶ American Factfinder. http://factfinder.census.gov/servlet/DatasetMainPageServlet?_program=DEC&_somenoid=&_lang=en&_ts=. Accessed April 7, 2014; <http://factfinder.census.gov/help/en/index.htm#glossary.htm>, Accessed February 5, 2015.

percent of the Area Median Family Income (AMFI), as published annually by the State of California, Department of Housing and Community Development.

Moderate-Income Household: A household whose income, with adjustment for household size, falls between 80 percent and 120 percent of the Area Median Family Income (AMFI), as published annually by the State of California, Department of Housing and Community Development.

Above Moderate-Income Household: A household whose income, with adjustment for household size, is greater than 120% of the Area Median Family Income (AMFI), as published annually by the State of California, Department of Housing and Community Development.

Terms Related to Housing Units

Affordable Housing: As defined by federal guidelines, a housing unit is affordable if the household spends less than 30 percent of its total gross income on the costs of housing, including rent or mortgage payments.

Room: The [2000 Census American Community Survey](#) defines a room to as “~~whole rooms used for living purposes...including include~~ living rooms, dining rooms, kitchens, bedrooms, finished recreation rooms, enclosed porches suitable for year-round use, and lodgers' rooms. ~~Excluded are strips or pullman kitchens, bathrooms, open porches, balconies, halls or foyers, half rooms, utility rooms, unfinished attics or basements, or other unfinished space used for storage. A partially divided room is a separate room only if there is a partition from floor to ceiling, but not if the partition consists solely of shelves or cabinets.~~”

Transitional Housing: “A [housing] project that has as its purpose facilitating the movement of homeless individuals to permanent housing within a reasonable amount of time (usually 24 months). Transitional housing includes housing primarily designed to serve deinstitutionalized homeless individuals and other homeless individuals with mental or physical disabilities and homeless families with children.”¹¹⁷

Terms Related to Employment

Employed Residents: Employed residents equals the number of local area residents who are currently working. This is not the same as employment, which refers to local jobs that may be filled by employees that are residents of other jurisdictions.

Employment: Area employment equals the number of jobs in an area for which employers pay workers wages or salaries. This is not the same as employed residents, since some workers may commute from outside the jurisdiction in which they work.

Terms Related to Government

Association of Bay Area Governments (ABAG): ABAG is the official comprehensive planning agency for the San Francisco Bay Area region. ABAG's mission is to strengthen cooperation and coordination among local governments located in the nine Bay Area counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San

¹¹⁷ Department of Housing and Urban Development. <http://www.hud.gov/offices/cpd/library/glossary/t/>. Accessed April 7, 2014.

Mateo, Santa Clara, Solano, and Sonoma.¹¹⁸

California Building Standards Code: Title 24 of the California Code of Regulations, contains the regulations that govern the construction of buildings, residential or nonresidential, in the State of California.

California Code of Regulations: The California Code of Regulations is the official publication of regulations adopted, amended or repealed by California State agencies under the Administrative Procedure Act (APA). Regulations that have been properly adopted and filed with the Secretary of State are considered to have the force of law.

California Energy Code: Section 6 under Title 24 of the California Code of Regulations, the ~~2005-2013~~ Edition of the California Energy Code (CEC), sometimes referred to as “Title 24”, contains energy conservation standards applicable to all residential and nonresidential buildings in the State of California.

Local Agency Formation Commission (LAFCo): LAFCOs are responsible for administering California Government Code Section 56000 et seq., also known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. LAFCOs are charged with encouraging orderly formation and development of local governmental agencies, promoting the efficient management of municipal services, and preserving agricultural lands and open space through municipal service reviews, annexations, and the establishment of spheres of influence. The Napa County LAFCO is comprised of two members of the Board of Supervisors, two city council members, and one member of the public.¹¹⁹

Senate Bill 1087: Effective January 1, 2006, this California State Senate Bill “requires local governments to provide a copy of the adopted housing element to water and sewer providers. In addition, water and sewer providers must grant priority for service allocations to proposed developments that include housing units affordable to lower-income households.”¹²⁰

Senate Bills 221 and 610: These companion measures became effective January 1, 2002. “Under SB 610, water assessments must be furnished to local governments for inclusion in any environmental documentation for certain projects (as defined in Water Code 10912(a)) subject to the California Environmental Quality Act. Under SB221, approval by a city or county of certain residential subdivisions requires an affirmative written verification of sufficient water supply.”¹²¹

Title 24: See California Building Standards Code, and California Energy Code.

¹¹⁸ Association of Bay Area Governments, 2008. <http://www.abag.ca.gov/>. Accessed April 7, 2014.

¹¹⁹ LAFCO of Napa County. 2008. <http://www.napa.lafco.ca.gov/>. Accessed April 7, 2014.

¹²⁰ Cathy E. Creswell. “Memo to Planning Directors, Public Works Directors, Water and Sewer Service Providers, Interested Parties, Department of Housing and Community Development”, Sacramento, CA. May 22, 2006. http://www.hcd.ca.gov/hpd/memo_sb1087.pdf. Accessed April 7, 2014.

¹²¹ Office of Water Use Efficiency. “Guidebook for Implementation of Senate Bill 610 and Senate Bill 221 of 2001 to assist water suppliers, cities, and counties in integrating water and land use planning, California Department of Water Resources.” October 8, 2003. Accessed April 7, 2014.



City of St. Helena

Housing Element Update 2015-2023

Goals, Policies, and Eight-Year Action Plan

DRAFT

May 5, 2015

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HOUSING ELEMENT

A. Purpose of the Element

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

The purpose of the Housing Element is to establish a comprehensive plan to address housing needs in St. Helena over the ~~five~~eight-year planning period between ~~July 1, 2009~~January 31, 2015 and ~~June 30, 2014~~January 31, 2023. The Housing Element sets the community goals, and policies surrounding the development, rehabilitation, and preservation of housing units to meet the needs of St. Helena residents (present and future), and every jurisdiction in the State of California is required to submit a Housing Element to the Department of Housing and Community Development (HCD) for review and certification. St. Helena is a member of the Association of Bay Area Association of Governments and, therefore, ~~must~~is required submit an updated Housing Element to HCD by ~~June 30, 2009~~January 31, 2015.

B. Housing Element Update Components

The ~~2009-2015-2023~~ St. Helena Housing Element Update consists of two parts; the Housing Needs Assessment, and this Housing Element Policy Document. The Housing Needs Assessment identifies and analyzes the existing and projected housing needs for St. Helena and also provides a list of sites for housing development that are adequate to accommodate the City's regional housing needs allocation. The Housing Policy Document states goals, policies, quantified objectives, and implementing actions for the development, rehabilitation, and preservation of housing, based upon the findings of the Housing Needs Assessment and input received through the public outreach that the City incorporated into the Housing Element Update process. Then, throughout the ~~five~~eight-year planning period, St. Helena will implement the actions specified in the Policy Document to meet the community's housing goals.

C. Key Findings and Recommendations

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

Review of Existing Housing Element

Since the City of St. Helena adopted the Housing Element Update in ~~2002~~2009, the City has successfully removed many of the previously identified governmental constraints to housing production, maintenance, and rehabilitation. Among other achievements, the City amended the Municipal Code to: allow emergency shelters for the homeless in the Industrial and Service Commercial zoning districts as a permitted use; allow transitional and supportive housing in all zoning districts that allow residential uses; allow agricultural employee housing for 6 or fewer employees in all residential zoning districts; allow agricultural employee housing of up to 36 beds or 12 units as a permitted use in the Agricultural, and Agricultural Preserve, and Winery zoning districts; allow single room occupancy housing as a permitted use in the High Density Residential district; and provide a procedure to allow for persons with disabilities to seek reasonable accommodation from zoning laws, rules and regulations pertaining to housing, and increased the funding for, and production of affordable housing with assistance from the private sector under Municipal Code Chapter 17.146 (Housing Trust Fund, Housing Impact Fee, and Inclusionary/In Lieu Fee Requirements). The City could improve upon its policies, however, related to special needs populations including the homeless, disabled, and senior citizens. ~~Review of the City's progress since adopting the 2002 Housing Element indicates that the City has not yet been able to fully meet these groups' needs.~~

Demographic and Economic Trends

Since 2000, the City of St. Helena experienced a slight population decline and an increase in the number of households, causing the average household size in St. Helena to fall. The median age of St. Helena residents ~~decreased slightly while the average age of Napa and Bay Area residents continued to rise~~rose from 40 to 43 years. The median household income in St. Helena (~~\$79,200~~71,100 in ~~2008~~2012) exceeds the ~~medians of both~~ Napa County median but is lower than and the Bay Area median. Many people travel into St. Helena from the surrounding area for work, and that pattern will continue as local population and household growth projections lag strong employment growth estimates for the next three decades.

Existing Housing and Market Conditions

Around ~~2,750~~2,802 housing units exist in St. Helena in ~~2008~~2014, an increase of about ~~40~~26 units since ~~2000~~2010. ~~Almost all of~~About 60 percent of the new homes are single-family units, ~~and the rest are multifamily units~~. There is a significant difference between the income necessary to purchase the median priced single-family home in St. Helena (nearly ~~\$210,000~~200,000 a year) and St. Helena's ~~2008~~2012 median household income of ~~\$79,200~~71,100. Rental units in St. Helena, while limited in supply, provide more affordable options for low- and moderate-income households. Approximately 37 percent of the

~~apartments in St. Helena are subsidized affordable units, but Market rents remain are~~ unaffordable to some very low-income households and all extremely low-income households. This highlights the need for additional subsidized affordable housing, to meet the needs of local households in these lower income categories. While only about seven-five percent of households in St. Helena live in overcrowded conditions, most households experiencing overcrowding are renters.

Special Housing Needs

Both St. Helena and Napa County have high concentrations of ~~disabled persons~~seniors compared to the Bay Area, with residents aged 65 and over comprising 19 percent of the population in St. Helena. Thirty-five percent of all St. Helena households are headed by a senior. experiencing more than half of the total disabilities in St. Helena. In addition, a disproportionately large number of St. Helena's elderly households have severe housing cost burdens compared to the overall population. The percentage of large family households in St. Helena ~~closely aligns with~~ is significantly lower than the rates in Napa County and the Bay Area, ~~but while~~ St. Helena has a higher-similar percentage of single female-headed households. While the number of farmworkers and homeless persons in need of permanent or transitional housing specifically within the City of St. Helena is unknown, these two special needs populations have an unmet need for housing in Napa County as a whole and St. Helena must work with surrounding jurisdictions to meet that need.

Non-governmental and Governmental Constraints

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

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

The housing sites inventory analysis indicates that St. Helena has a sufficient number of housing sites to meet the City's ~~2007-2014~~2014-2022 Regional Housing Needs Allocation (RHNA). St. Helena received a RHNA of ~~121-31~~ total units distributed across very low-income (~~30-8~~ units), low-income (~~21-5~~ units), moderate-income (~~25-5~~ units), and above moderate-income (~~45-13~~ units) categories. Given the ~~66-43~~ units built or approved ~~through December 2008~~since January 2014, the City needs sites for at least ~~55-8~~ more housing units affordable to very low income households. After accounting for possible site constraints,

the City has the capacity to accommodate 62 units on four high-density sites that meet the State's default density and therefore are adequate to provide affordable housing for lower-income households. The City also has capacity to develop an additional 172 units on six medium density sites. Market rate housing on these sites is assumed to be affordable to above-moderate income households, but development projects will be required to provide 20 percent affordable units under the City's inclusionary regulations. between 344 and 933 housing units on 12 sites, which allows the City to fulfill its RHNA obligations. In addition, although the current St. Helena Zoning Ordinance allows for a variety of housing types, changes to the codes regarding agricultural employees, transitional and supportive housing, and emergency homeless shelters are necessary to comply with State law.

D. Goals

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

A Diversity of Housing to Meet Local Needs

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

Efficient Land Use and High Quality Neighborhoods

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

Conservation of Existing Housing

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

Assistance to Support Affordable Housing

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

Resource Conservation

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

Equal Housing Opportunities

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

E. Policies, Implementing Actions, and Quantified Objectives

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

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

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

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

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

The City of St. Helena's housing goals, policies, implementing actions and quantified objectives for the ~~July 1, 2009~~ January 31, 2015 to ~~June 30, 2014~~ January 31, 2023 planning period are presented below, in response to the housing needs, resources and constraints identified in the Housing Element Update Housing Needs Assessment and building upon the achievements and experiences from the City's previous Housing Element.

Goal 1: A Diversity of Housing to Meet Local Needs

Policies

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

Implementing Actions

- HE1.A Continue to exempt permits for regulated affordable units as well as second units from the Growth Management System. The objective is to accommodate production to meet the Regional Housing Needs Allocation (RHNA) of 421-31 housing units (30-8 units for very low-income households, 24-5 for low-income households, 25-5 for moderate-income households, and 45-13 for above moderate-income households). Developers shall be encouraged to propose projects that meet this need.
- HE1.B Review and possibly amend the Growth Management System to encourage the production of regulated affordable and workforce housing units. Review the Growth Management System (GMS) to make sure that it is not disproportionately affecting the development of affordable housing. Exemptions for restricted "workforce" housing units should be explored, and adopt as appropriate, in addition to current exemptions for affordable housing units. Continue to allow a maximum of 9 market rate units per year and priority allocation of annual building permit allocations and carryover permits to market rate units in development projects that include a minimum of 40 percent affordable units.
- ~~HE1.C Amend the Residential Growth Management System section 17.152.030 to read:

"The 2000 Census found that the City had 2,708 total dwelling units. With a limitation of 9 building permits for market rate housing per year, issued over 15 years, the number of dwelling units will be approximately 2,840 by the year~~

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

~~HE1.D-C~~ Give projects that include affordable housing units priority access to water and sewer resources over other new projects should the capacity of the local water or sewer systems become inadequate to meet the full demand for new connections

~~HE1.E-D~~ Revise the permitting process to streamline the review of affordable housing and market rate multifamily projects. The City will establish different design guidelines for various neighborhoods in the City in order to provide appropriate guidelines for ~~each~~ neighborhood's character. The design guidelines will address architectural character, building materials, appropriate “massing” of structures, parking, tree planting/ preservation, mitigating visual impacts, and preserving vineyard views, among other design issues. The City will prioritize the adoption of design guidelines for the Affordable Housing and Mixed-Use overlay zones, should such zones be adopted, as well as for the high density residential zone and key sites in the medium density residential zone. Design guidelines will facilitate and not hinder the production of units affordable to lower-income households. Upon adoption of design guidelines for multifamily projects, the City will eliminate the current requirements for a use permit for multifamily projects in ~~both the medium and high density residential districts~~ and for the key housing sites in the medium density residential district that are listed in the Available Land Inventory Summary, Table 42, in the Housing Element Needs Assessment. Concurrently, the City will evaluate redesignating and rezoning medium density parcels, other than those listed in the Available Land Inventory Summary (Table 42), with a land use designation that better reflects the type and character of existing development. In addition, the City will eliminate, as appropriate, use permit requirements for multifamily projects for the remaining parcels in the medium density residential district. The City will adopt multifamily design guidelines and eliminate CUP requirements by no later than ~~June 30, 2012~~ May 31, 2016. This timing will allow the City to first complete the update and adoption of the 2030 General Plan. Once the General Plan is adopted, the City can begin work on establishing design guidelines for the zones established in the General Plan.

~~HE1.F~~ ~~Amend the General Plan to reconfigure the Urban Limit Line in accordance with the adopted Adams Street property Preferred Alternative.~~

~~HE1.G-E~~ Work with private property owners/developers to plan for road and utility improvements necessary to support housing on key opportunity sites, in the event these sites are developed. Funding ~~shall be done on a fair share~~

proportion of the cost for off-site improvements will be provided through development impact fees.

~~▪ Extend Adams Street and Starr Avenue to intersect. Include water, sewer, and storm drain extensions.~~

~~▪ Construct new road to Paladini property from Sulphur Springs Avenue (APN 009-362-015), including water, sewer, and storm drain improvements.~~

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

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

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

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

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

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

- HE1.~~N-I~~ Implement a program to provide financial assistance for the development of second units in exchange for affordability restrictions that will provide workforce housing. Target 5 second units for development during the Housing Element planning period. Potential funding sources include, but are not limited to, Housing Trust Funds and Transient Occupancy Tax revenues.
- HE1.~~O-J~~ Encourage development of co-housing, ecohousing, 'green' manufactured homes, and other 'nontraditional' forms of housing. Ensure these housing types are addressed in the development of design guidelines to streamline the approval process.
- ~~HE1.P Identify and remove barriers to the permitting of 'green' manufactured housing units. Review the Municipal Code and ascertain if any local policies present barriers to this type of housing. Amend the Municipal Code accordingly.~~
- ~~HE1.Q Address unmet needs for emergency shelter. Amend the St. Helena Municipal Code to allow emergency shelters as a permitted use by right in the Service Commercial and Industrial zoning districts within one year of adoption of the Housing Element.~~
- ~~HE1.R Amend the Zoning Ordinance for transitional and supportive housing. Amend the St. Helena Municipal Code to treat transitional housing, as defined in Section 50675.2 of the Health and Safety Code, and supportive housing, as defined in Section 50675.14 of the Health and Safety Code, as residential uses. Transitional and supportive housing will be subject only to the same permitting process as other similar residential uses in the same zone without undue special regulatory requirements. For example, a proposed multifamily supportive housing project would be subject to the same permitting process as any other similar multifamily development in the same zoning district.~~
- ~~HE1.S Amend the Zoning Ordinance to define and permit single-room occupancy housing development types. Amend the St. Helena Municipal Code to treat single-room occupancy developments as a permitted use within the High Density residential zone, subject to the same permitting process and regulations as any other multifamily development.~~
- HE1.K Amend the Zoning Ordinance to define "family" as one or more persons living together as a single housekeeping unit in a dwelling unit. The definition should not distinguish between related and unrelated individuals and should not impose a numerical limit on the number of persons that constitute a family.

Quantified Objectives for the Implementing Actions of Goal 1:

- Construct ~~15-4~~ units of housing affordable to Extremely Low-Income households; ~~45-4~~ units of housing affordable to Very Low-Income households; ~~24-5~~ units for Low-Income households, ~~25-5~~ units for Moderate-Income households, and ~~45-13~~ units for Above Moderate-Income households by ~~June 30, 2014~~ October 31, 2022, or the end of the current Housing Element planning period, as may be amended by state law.
- Provide financial assistance for 5 second units with affordability restrictions for workforce households by June 30, 2014, or the end of the current planning period, as may be amended by state law.

Goal 2: Efficient Land Use and High Quality Neighborhoods

Policies

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

Implementing Actions

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

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

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

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

Quantified Objectives for the Implementing Actions of Goal 2:

Same as the Quantified Objectives listed for Goal 1.

Goal 3: Conservation of Existing Housing

Policies

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

Implementing Actions

- HE3.A Restrict the conversion of rental units to condominiums. Current policy allows conversion to condominiums under certain circumstances when the vacancy rate is high. The presence of second homes within the community results in an inflated vacancy rate. The policy should be further studied and revised to reflect a general guiding ~~principal~~ principle of preserving the affordable housing stock while eliminating the current linkage to vacancy rates.
- HE3.B Charge an affordable housing impact fee whenever housing units are converted to other uses. Exempt conversion projects that create affordable for-sale housing from this impact fee.
- HE3.C Address the potential loss of assisted units. Identify assisted properties at risk of conversion to market rates and work with the property owners and/or other parties to ensure that they are conserved as affordable housing. ~~Monitor the Woodbridge Apartments and establish a funding plan in anticipation of either preserving or replacing the 50 units of affordable housing in 2018 when the Section 8 contract for Woodbridge expires~~
- HE3.D Continue to ~~prohibit~~ limit the conversion of market rate housing to vacation rentals. Abate the use of illegal vacation rentals, including time shares and fractional interests.
- HE3.E Review housing needs, conditions, achievements and challenges as part of the City's regular General Plan review. As required by State law, submit a progress report to the State Department of Housing and Community Development and the Governor's Office of Planning and Research by April 1st of each year.

Quantified Objectives for the Implementing Actions of Goal 3:

- Conservation of all existing affordable housing units.
- Assist in the acquisition of low-interest loans for rehabilitation, including energy conservation, of 10 lower-income housing units by ~~June 30, 2014~~ January 31, 2023 or the

end of the current Housing Element planning period, as may be amended by state law (2 extremely low-income, 2 very low-income, 3 low-income, and 3 moderate-income households).

Goal 4: Assistance to Support Affordable Housing

Policies

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

Implementing Actions

- HE4.A Review and possibly amend the inclusionary housing ordinance to:
 - ~~Explore adjusting~~ Adjust the inclusionary housing ordinance to require further distribution of affordable units within the various income categories. For example, a project required to provide two low-income units under the current inclusionary housing ordinance could be required to provide one unit affordable to households with incomes of up to 65 percent of area median income and one unit affordable to households with incomes of up to 80 percent of area median income.
 - ~~Explore eliminating~~ Balance collecting housing impact fees with the requirement to construct affordable housing, either on or off site depending on the size of the site and other site conditions, for the linkage fee option and requiring the construction of housing by larger commercial developments. ~~as well as Evaluate~~ increasing the linkage housing impact fees to reflect the increasing cost of housing in the community. Collect housing impact fees for small commercial development where requiring residential construction would not be feasible.
 - ~~Explore the possibility of increasing~~ Increase as appropriate residential construction in-lieu fees and/or ~~creating~~ create a sliding scale for larger houses.
 - ~~Explore the feasibility of adding~~ Add an above moderate-income workforce housing component to the Inclusionary Housing Ordinance requirements.

- HE4.B Generate Revenues for Affordable Housing through the Transient Occupancy Tax. Either increase the Transient Occupancy Tax or increase the number of transient occupancy rooms and apply the increased revenue to support affordable housing.
- HE4.C Reduce, defer, or waive fees for affordable housing developments. The City will establish a set of criteria for project eligibility to have fees reduced, deferred, or waived. The City will explore and adopt as appropriate higher incentives for affordable housing developments with units affordable to extremely low- and very low-income households.
- HE4.D Prioritize the use of Housing Trust Funds in support of the development and preservation of regulated affordable units for extremely low-income households.
- HE4.E Pursue mortgage revenue bonds and/or mortgage credit certificates. Promote affordable homeownership opportunities for moderate- and lower-income households.
- HE4.F Pursue additional funding for affordable housing. Explore other options for affordable housing funding, including a real property transfer tax and Housing Trust Fund contributions from the wine and hospitality industry in Napa Valley.¹
- HE4.F-G Continue Section 8 rent subsidy certificates. Work with the City of Napa Housing Authority to provide continued rental assistance to low-, very low-, and extremely low-income households.
- HE4.G-H Explore the possibility of establishing a full-time, shared Housing Coordinator for the up-valley communities to promote development of new affordable housing and enter into a cost-sharing agreement if feasible. The position would serve all of the up-valley communities, including Napa County.
- HE4.H-I Collaborate with countywide efforts to Address farmworker housing needs. The City will contribute staff time and City resources, as appropriate, to countywide farmworker housing efforts that may occur during the Housing Element planning period. The City will reach out to affordable housing developers to support regional and City efforts to develop farmworker housing, including assisting with financing or applications, incentives and

¹ In order for the City of St Helena to levy a real property transfer tax the City is required by State law to become a charter city. The process to become a charter city is complex, and requires the City to accomplish a number of procedural steps, including a supportive vote of the electorate. As a result, the requirement for St Helena to become a charter city is an impediment to the City adopting a real property transfer tax.

concessions, expedited review or other strategies to encourage the development of housing for farmworkers.

~~HE4.I~~ — ~~Amend the Zoning Ordinance for farmworker housing. Amend the St. Helena Municipal Code to clearly state that agricultural employee housing for six or fewer employees is only subject to the regulations for other types of residential development and that agricultural employee housing for more than six employees, with a maximum of 36 employees, shall be subject only to the regulations for other agricultural uses in accordance with California Health and Safety Codes 17021.5 and 17021.6.~~

HE4.J Establish regulations requiring that a portion of units in all new developments meet the special housing needs of seniors and persons with disabilities, including developmental disabilities. Target 20 percent of new housing units to meet senior household needs and 10 percent accessible to persons with disabilities.

~~HE4.K~~ — ~~Reasonable Accommodation. The City shall amend its Municipal Code to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. Amendments to the Municipal Code will comply with State law and will consider model ordinance language provided by the California Department of Housing and Community Development.~~

~~HE4.L-K~~ The City shall participate with mediation between property owners if needed to facilitate affordable housing. The City will provide staff resources and/or work with affected parties along with an outside mediator if necessary to address issues raised by community members in response to affordable housing development applications.

~~HE4.M-L~~ Explore the potential of using Housing Trust Fund money to purchase existing housing for conversion to restricted affordable housing and commit funding as appropriate. Priority for use of Housing Trust Fund monies will be given to the creation of housing affordable to extremely-low-income households.

Quantified Objectives for the Implementing Actions of Goal 4:

- Generate adequate funds to support achievement of the City's new housing construction objectives, as defined in Policy 1A.
- Reduce, defer, or waive fees for 18 housing units affordable to extremely low, low, very low and moderate income households.

- Assist in the acquisition of low-interest loans to 10 first-time homebuyers through ~~June 30, 2014~~January 31, 2023 or the end of the current Housing Element planning period, as may be amended by state law.
- Facilitate the continuance of Section 8 rental assistance to all currently served households.
- 20% of new units to meet senior housing needs; 10% accessible to persons with disabilities.
- Purchase of 3 existing housing units and conversion to regulated affordable housing for lower-income households.

Goal 5: Resource Conservation

Policies

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

Implementing Actions

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

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

Quantified Objectives for the Implementing Actions of Goal 5:

Assist in the acquisition of low-interest loans for rehabilitation, including energy conservation of 10 lower-income households by ~~June 30, 2014~~ January 31, 2023, or the end of the current Housing Element planning period, as may be amended by state law.

Goal 6: Equal Housing Opportunities

Policies

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

Implementing Actions

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

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

Quantified Objectives for the Implementing Actions for Goal 6:

No specific objectives identified.

Summary of Quantified Objectives

New Construction Objectives

- ~~45~~ 4 units affordable to Extremely Low-Income households
- ~~45~~ 4 units affordable to Very Low-Income households
- ~~21~~ 5 units affordable to Low-Income households
- ~~25~~ 5 units affordable to Moderate-Income households
- ~~45~~ 13 units affordable to Above Moderate-Income households

Rehabilitation and Conservation Objectives

- Conservation of all existing affordable housing units.
- Conserve 200 manufactured homes at manufactured home parks.
- ~~Assist in the acquisition of low-interest loans for rehabilitation and energy conservation to 10 lower-income housing units (2 extremely low-income, 2 very low-income, 3 low-income, and 3 moderate-income households)~~

Assistance for Special Needs Households

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

Quantified Objectives Summary Table

The City will strive to exceed the following targets for affordable housing development in St. Helena.

	Extremely Low	Very Low	Low	Moderate	Above Moderate
Construction	4	4	5	5	13
Rehabilitation	2	2	3	3	0
Conservation/Preservation of Existing Housing	0	<u>0 116</u>	<u>0 67</u>	<u>0 239</u>	0
Total	<u>6</u>	<u>6</u>	<u>8</u>	<u>8</u>	<u>13</u>

F. Implementation Matrix

Goal 1

<i>Implementing Actions</i>	<i>Lead Responsibility</i>	<i>Time Frame</i>	<i>Related Policies</i>
HE1.A	Planning Department	Ongoing	HE1.1
HE1.B	Planning Department	2017	HE1.1, HE1.3, HE1.4
HE1.C	Planning Department	Ongoing	HE1.3
HE1.D	Planning Department	May 31, 2016	HE1.3
HE1.E	Planning Department	As needed	HE1.2
HE1.F	Planning Department	Ongoing	HE1.3
HE1.G	Planning Department	2017	HE1.4
HE1.H	Planning Department	2017	HE1.4
HE1.I	Planning Department	2017	HE1.4
HE1.J	Planning Department	Ongoing	HE1.5
HE1.K	Planning Department	May 31, 2016	HE1.3, HE6.1

Goal 2

<i>Implementing Actions</i>	<i>Lead Responsibility</i>	<i>Time Frame</i>	<i>Related Policies</i>
HE2.A	Planning Department	2019	HE2.1
HE2.B	Planning Department	2018	HE2.1
HE2.C	Planning Department	2014	HE2.1
HE2.D	Planning Department	2018	HE2.1
HE2.E	Planning Department	2016	HE2.2
HE2.F	Planning Department	2015	HE2.2
HE2.G	Planning Department	2017	HE2.3
HE2.H	Planning Department	2017	HE2.3
HE2.I	Planning Department	2016	HE2.4
HE2.J	Planning Department	2018	HE2.4
HE2.K	Planning Department	2018	HE2.4
HE2.L	Planning Department	2017	HE2.4
HE2.M	Planning Department	Ongoing	HE2.4
HE2.N	Planning Department	Ongoing	HE2.4
HE2.O	Planning Department	2019	HE2.5
HE2.Q	Planning Department & City Council	2017	HE2.6

Goal 3

<i>Implementing Actions</i>	<i>Lead Responsibility</i>	<i>Time Frame</i>	<i>Related Policies</i>
HE3.A	Planning Department	2016	HE3.1
HE3.B	Planning Department	Ongoing	HE3.1
HE3.C	Planning Department	Ongoing	HE3.1
HE3.D	Planning Department	Ongoing	HE3.1
HE3.E	Planning Department	Annually	HE3.2

Goal 4

<i>Implementing Actions</i>	<i>Lead Responsibility</i>	<i>Time Frame</i>	<i>Related Policies</i>
HE4.A	Planning Department	2018	HE4.1, HE4.5
HE4.B	Planning Department	2016 and Ongoing	HE4.1, HE4.5
HE4.C	Planning Department	Ongoing	HE4.1
HE4.D	Planning Department	Ongoing	HE4.1
HE4.E	Planning Department	Ongoing	HE4.2
HE4.F	Planning Department	2016 and Ongoing	HE4.1
HE4.G	Planning Department	Ongoing	HE4.2
HE4.H	Planning Department	Ongoing	HE4.2
HE4.I	Planning Department	Ongoing Outreach to affordable housing developers by 2017 and biannually thereafter	HE4.3
HE4.J	Planning Department	2018	HE4.4
HE4.K	Planning Department	Ongoing	HE4.1, HE4.4
HE4.L	Planning Department	2019	HE4.1

Goal 5

<i>Implementing Actions</i>	<i>Lead Responsibility</i>	<i>Time Frame</i>	<i>Related Policies</i>
HE5.A	Planning Department	2016	HE5.1
HE5.B	Planning Department	Ongoing	HE5.1
HE5.C	Planning Department	Ongoing	HE5.1
HE5.D	Planning Department	Triennially beginning 2016	HE5.2
HE5.E	Planning Department	Ongoing	HE5.2
HE5.F	Planning Department	Ongoing	HE5.2
HE5.G	Planning Department	Ongoing	HE5.2
HE5.H	Planning Department	Ongoing	HE5.2
HE5.I	Planning Department	Ongoing	HE5.2
HE5.J	Planning Department	2016	HE5.2
HE5.K	Planning Department	2016	HE5.2

Goal 6

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