



# TOWN OF PARADISE

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**Planning Commission Staff:**

Craig Baker, Community Development Director  
Susan Hartman, Assistant Planner

**Planning Commission Members:**

Anita Towslee, Chair  
Kim Morris, Vice Chair  
James Clarkson, Commissioner  
Vacant, Commissioner  
Stephanie Neumann, Commissioner

## PLANNING COMMISSION SPECIAL MEETING AGENDA

6:00 PM – March 20, 2019

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact Community Development Director Baker, at 872-6291 ext. 111 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Presiding Clerk. Members of the public may address the Planning Commission on any agenda item. If you wish to address the Planning Commission on any matter on the Agenda, it is requested that you complete a "Request to Address Council/Commission" card and give it to the Presiding Clerk prior to the beginning of the Meeting. All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Planning Commission within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk or Community Development Services Department located at 5555 Skyway, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**ROLL CALL**

**1. OTHER BUSINESS**

- 1a. Acceptance and referral of the Planning Commission Annual Report for calendar year 2018 to the Town Council regarding the present implementation status of the 1994 Paradise General Plan Housing Element.

**2. ADJOURNMENT**

STATE OF CALIFORNIA ) COUNTY OF BUTTE )	SS.
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date:	
_____	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	

**M E M O R A N D U M**

**AGENDA NO. 1(a)**

**TO:** Paradise Planning Commission

**FROM:** Susan Hartman, CDD Manager/Assistant Planner

**SUBJECT:** Planning Commission Discussion of the Draft Annual Housing Element Progress Report for Calendar Year 2018

**DATE:** March 20, 2019

**BACKGROUND:**

Government Code Section 65400 requires each local jurisdiction to prepare an annual report on the status and progress in implementing its General Plan Housing Element using forms and definitions adopted by the California State Department of Housing and Community Development (HCD). The annual progress report must be submitted to HCD and the Governor's Office of Planning and Research (OPR) in April of each year.

Section 65400 further states that the annual Housing Element progress report "shall be at an annual public meeting before the legislative body where members of the public shall be allowed to provide oral testimony and written comments." In order to provide an opportunity for members of the public to provide this input, staff desires to provide the progress report for Town Council consideration during their regularly-scheduled April 9, 2019 meeting, thereby facilitating submittal to HCD and OPR by the end of April, 2019.

The attached annual Housing Element progress report reveals that, of a total of thirty (30) new single-family dwelling units, the majority of permits applied for were for above-moderate income dwelling units. In addition, the Town was fortunate to see the submittal, and issuance, of permits for a senior housing development consisting of 56 units approximately 425 sq ft each. To the best of staff's knowledge, only 2 of these 86 housing starts were destroyed by the Camp Fire. The remaining units needed for the 2014-2022 planning period, by income level are: 141 affordable to very low income households; 22 affordable to low income households; 50 affordable to moderate income households and 228 affordable to above moderate income households.

Since the adoption of the Housing Element on June 10, 2014 (Resolution 14-22), staff continues to pursue opportunities to further the implementation of housing program objectives in addition to those programs where implementation involves ongoing directives to promote affordable housing through various means. The report contains a detailed enumeration of each

program and its implementation status as of December 31, 2018.

Planning Commission

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March 20, 2019

**COMMISSION ACTION REQUESTED:**

Be prepared to publicly discuss this matter and to provide direction via an adopted motion to staff regarding any specific recommendations to be forwarded to the Town Council to facilitate additional and/or further implementation of the 1994 Paradise General Plan Housing Element.

Attachment

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction Town of Paradise  
 Reporting Period 1/1/2018 - 12/31/2018

**Table A**

#### Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information						Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions			
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development  See Instructions	Deed Restricted Units  See Instructions	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income					
055-040-067	MH	O		1			1				Installation contracts were matched against the Housing Affordability rates adopting in the Housing Element. The 56 unit development is comprised of +/-425 sq ft units for seniors which will be affordable by the nature of the unit sizes.
050-200-080	MH	R		1			1				
050-172-015	MH	R		1			1				
050-140-044	MH	O		1			1				
053-132-060	SF	R		2			2				
054-090-075	5+	R		56			56				
(9) Total of <b>Moderate and Above Moderate</b> from Table A3				4	20		24				
(10) Total by income Table A/A3				62	4	20	86				
(11) Total <b>Extremely Low-Income</b> Units*											

\* Note: These fields are voluntary

## ANNUAL ELEMENT PROGRESS REPORT

### *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** Town of Paradise  
**Reporting Period** 1/1/2018 - 12/31/2018

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for <b>Moderate</b>	2				2	4	
No. of Units Permitted for <b>Above Moderate</b>	20					20	

\* Note: This field is voluntary

## ANNUAL ELEMENT PROGRESS REPORT

### *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction**      Town of Paradise

**Reporting Period**      1/1/2018 - 12/31/2018

**Table B**

### Regional Housing Needs Allocation Progress

#### Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	141										141
	Non-deed restricted											
Low	Deed Restricted	100										22
	Non-deed restricted		1	6	7	2	62					
Moderate	Deed Restricted	93										50
	Non-deed restricted		4	31	3	1	4					
Above Moderate		303	9	13	17	16	20					228
Total RHNA by COG. Enter allocation number:		637										
Total Units ▶ ▶ ▶			14	50	27	19	86					441
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶												

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

## ANNUAL ELEMENT PROGRESS REPORT

### *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction**      Town of Paradise  
**Reporting Period**      1/1/2018 - 12/31/2018

**Table C**

#### Program Implementation Status

Program Description (By Housing Element Program Names)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HI-1: Reduce infrastructure constraints to development	Reduce constraints associated with wastewater disposal.	2014-2022	After the Camp Fire on November 8, 2018, staff and town council began discussions with district legislators regarding funding options for the previously studied commercial sewer system.
HI-2: Affordable housing resources	Promote affordable housing.	2014-2022	The Town adopted guidelines in 2016 for a new Tenant Based Rental Assistance Program utilizing HOME grant funds for low income households and utilized \$2,961 for 2018 applicants.
HI-3: Affordable housing incentives	Reduction in development standards to promote affordable housing.	Mar. 2015	Issued building permits for a 56 unit senior apartment complex through a density bonus executed with the Town, which through the small nature of the units (+/- 425 sq ft/unit) will result in affordability.
HI-4: Density bonus	Compliance with Government Code Sections 65915 & 65917.	Feb. 2016	Zoning ordinance amendments consistent with GC Sections 65915 & 65917 were adopted and implemented in January 2015. Density bonuses currently in-place for multi-family projects utilizing clustered wastewater treatment.
HI-5: Publicly owned lands inventory	Develop and maintain inventory of public land within Town limits and its sphere of influence for potential housing sites.	2014-2022	No new public lands acquired resulting in new housing opportunities since an inventory was compiled in 2009.
HI-6: Housing authority	Support the Housing Authority's role in Public Housing Rental Program and Housing Choice Voucher program.	2014-2022	On-going directive; on-going implementation.
HI-7: Small lot consolidation and development	Encourage consolidation of small parcels for residential use.	Dec. 2015	On-going directive. Opportunities for small lot consolidation did not present themselves during 2018.
HI-8: Promote second units	Prepare a Second Units Handbook.	Dec. 2015	Not yet implemented.
HI-9: Address discrimination	Provide filing information for discrimination complaints.	2014-2022	On-going directive. Fair housing/non-discrimination requirements are posted at Paradise Town Hall. No fair housing complaints were filed with the Town during 2018.
HI-10: Annual report	Provide annual report to Town Council and Planning Commission.	Annually	Implemented and on-going. Report for 2018 presented to Planning Commission during March 2019, Town Council during April 2019.

**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

**Jurisdiction**      Town of Paradise  
**Reporting Period**      1/1/2018 - 12/31/2018

HI-11: Housing rehabilitation and improvement	Provide rehab and repair opportunities.	2014-2022	6 low-income homeowners were funded through the Town's Owner-Occupied Housing Rehabilitation program in 2018 for home repairs utilizing CDBG & HOME grants.
HI-12: Condominium and mobile home conversions	Revise Chapter 16.10 of the Paradise Municipal Code to address conversions.	June. 2015	Not yet implemented.
HI-13: Enforce housing codes	Provide a safe and decent living environment.	2014-2022	Procedure in place through building division for the thorough investigation of housing complaints and the prompt abatement of resulting violations.
HI-14: Conversion of at-risk units	Reduce potential conversion of affordable housing to market-rate.	2014-2022	The Town is notified as a party on title to assisted affordable housing units. Coordination with Butte County Housing Authority is on-going.
HI-15: Reduce standards for seniors and disabled housing	Revise Zoning Ordinance to provide reduced standards	Dec. 2014	Paradise Municipal Code revised April 2015 to allow for reduced parking requirements for senior housing.
HI-16: Transitional/ supportive housing	Revise zoning code to be consistent with requirements of state law.	Aug. 2015	Not yet implemented.
HI-17: Housing for persons with disabilities	Ensure projects for disabled accessibility are reasonably accommodated.	May. 2015	Housing Rehabilitation Program administered through Business & Housing includes projects involving improvements necessary to ensure accessibility for disabled persons.
HI-18: Special needs housing	Provide incentives for development of housing for persons with special needs.	Feb. 2015	Approved a minor use permit for a 56 unit senior housing development (special needs housing) in June 2018 that included a 13% density bonus.
HI-19: Farm labor housing	Compliance with the state's Employee Housing Act.	July. 2015	Paradise Municipal Code zoning ordinance amended November 2016 to include Agricultural Employee Housing.
HI-20: Energy conservation and efficiency	Promote energy conservation and efficiency in residential development.	2014-2022	Adopted 2016 CA Building Codes which incorporate mandatory green building standards. Residential solar permits are a reduced flat-fee and fast tracked through plan check.



**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

**Jurisdiction**            Town of Paradise  
**Reporting Period**    1/1/2018 - 12/31/2018

**General Comments:**

During the November 8, 2018 Camp Fire the Town of Paradise saw the loss of over 8,400 structures including 2 of the 86 reported housing starts for 2018 within the moderate to above-moderate income levels. With the magnitude of the rebuild, the Town is actively seeking opportunities to secure the necessary funding to expand and repair public infrastructure to aid in the rebuilding; the biggest of which is the installation of a sewer system for the commercial corridors. In addition, the Town will be reporting in the 2019 annual report additional zoning ordinance amendments put in place to further remove barriers in the residential rebuild process and promote additional housing opportunities. The Town remains committed to providing housing at all income levels and is working to assist owners with rehabilitation and renovation of existing homes that withstood the Camp Fire.