

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction**                      Mendocino County

**Reporting Period**              1/1/2017 - 12/31/2017

**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	Deed Restricted Units	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			See Instructions	See Instructions	
16926036	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
16926037	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
16926029	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
16926035	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
16926030	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
16926038	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	

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00205017	5+	R	55	16		1	72		USDA RHS 514 / USDA RHS 521 Rental Assistance /TCAC		
16926039	SF	O		1			1		Self Help Opportunity Program Subdivision (RCHDC)	Program Qualification: Income Restrictions	
(9) Total of <b>Moderate and Above Moderate</b> from Table A3			▶	▶	36	65	101				
(10) Total by income Table A/A3			▶	▶	55	23	36	66	180		
(11) Total <b>Extremely Low-Income</b> Units*											

\* Note: These fields are voluntary

**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**

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### 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	0	0	22	12	36	
No. of Units Permitted for <b>Above Moderate</b>	62	0	0	3	0	65	

\* Note: This field is voluntary

**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.													
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted					55						55	-55
	Non-deed restricted												
Low	Deed Restricted				5	23						28	-30
	Non-deed restricted				2							2	
Moderate	Deed Restricted												-179
	Non-deed restricted		51	56	36	36						179	
Above Moderate			42	52	40	66	79					279	-279
Total RHNA by COG. Enter allocation number:			93	108	83	180	79					543	-543
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

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

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**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
Action 1.1a	Minimize the effects of excessive noise, light, traffic, and exposure to hazardous industrial facilities and uses through the appropriate location of all new housing away from incompatible uses. Use Geographic Information Systems (GIS) and other tools to map and identify incompatible uses during the General Plan amendment process to change General Plan land-use classifications.	Ongoing	The County regularly uses GIS to inform incompatible uses, especially as they relate to Wildland Urban Interface (WUI), Flood Hazards, Seismic, etc. The information and data layers are readily shared with any whom request it.
Action 1.1b	Assist in the identification of natural hazard areas when requested by providing GIS related information to community realtors and prospective home buyers	Ongoing	As requested, the County provides identified hazards to community realtors and prospective home buyers. The County regularly undertakes the provision of property specific-maps, and provides more generalized information online, including Flood Zone and Fire District information through its permit tracking software which can be accessed on the County website.
Action 1.1c	Work with developers to create residential neighborhoods with mixed housing densities, types, and affordability levels that promote human interaction, neighborhood-scale services and facilities, and connectivity to schools, neighborhoods, and commerce, during pre-subdivision consultation and through the Inclusionary Housing development planning process.	Ongoing	While no residential neighborhoods and relatively few subdivisions were proposed during the Housing Element planning cycle, the County maintains the Mixed Use General zoning district to promote greater efficiency and economy by providing public services, conserving agricultural and resources lands, preserving the county's rural character, and providing more affordable housing opportunities.

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Action 1.2a	Initiate partnerships wherever possible between various governmental, financial and developmental sectors to create the supportive infrastructure and develop housing. Revisit these partnerships on an annual basis to assess and evaluate progress made and suggest direction for the next year.	Ongoing	The County did not initiate new partnerships to create infrastructure and develop housing. However, the County maintains ongoing relationships with MCOG and other shared bodies, such as the California State Association of Counties, to regularly advocate and promote the interests of rural stakeholders including Mendocino County.
Action 1.2b	Work with new and existing affordable housing development organizations that identify and address affordable housing needs throughout the County.	Ongoing	The County regularly works with existing and new affordable housing developers to support new opportunities. During the planning cycle, the County worked with its long-time partner, the Rural Communities Housing Development Corporation, to develop the 80-unit low-income senior housing project, Orr Creek Commons.
Action 1.2c	Continue to support housing development agencies that pursue and administer programs that provide low- and moderate-income households with homeownership assistance.	Ongoing	The County continues to support both the Rural Community Housing Corporation (RCHDC) and the Community Development Corporation (CDC), which have secured funding to administer homeownership assistance programs for low- and moderate-income households.
Action 1.2d	Support organizations pursuing grants to fund development or rehabilitation of affordable housing by providing assistance and information when feasible.	Ongoing	The County provides support to organizations pursuing grant opportunities by providing filtered data or planning documents when feasible. The County hosted multiple Pre-Application Conferences in 2019 to facilitate the development of affordable housing units.

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Action 1.3a	Facilitate future annexation and housing development by pursuing a master tax-sharing agreement between the County and its cities.	Ongoing	The County formed an ad hoc committee to pursue a Master Tax Sharing Agreement between the City of Ukiah and the County of Mendocino. While the agreement has been examined, no Master Tax Sharing Agreement has been proposed or executed to date between the County and any cities, including Willits and Fort Bragg.
Action 1.3b	Coordinate with State and local agencies, local non-profits, and charitable groups to implement the goals and policies of the Housing Element.	Ongoing	The County regularly coordinates with other public and non-profit bodies to implement the Housing Element goals and policies. In 2017, Mendocino – Rebuilding Our Community (M-ROC) was formalized with goals of identifying, prioritizing, and coordinating short- and long-term recovery efforts, including creating housing opportunities and connecting families in need. M-ROC works with the County of Mendocino's Executive Office and Planning and Building Services. As of December 2018, \$5 million was raised for recovery efforts and 5,8000 volunteer hours were donated by the M-ROC committee, the NCO volunteer network, and donation centers.

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Action 1.4a	Continue conducting an annual housing summit to meet with individual communities and agencies to identify different housing related issues, needs, and potential solutions as they pertain to the various communities, and investigate ways to collaborate to access funding.	Ongoing	The County has not facilitated a similar housing summit during the planning period. The County continues to work with individual communities to tackle, such as water & infrastructure. Through entities like the Mendocino County Community Foundation, the County participates in summit level meetings on to identify collaborative funding opportunities for housing-related topics such as disaster recovery and broadband.
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Action 1.4b	Support community-based organizations, coalitions and agencies in their efforts to address housing issues by providing staff assistance, data research and coordination to aid their efforts to improve the housing situation when possible.	Ongoing	When requested, the County supports community organizations to address housing issues. The County has worked with the Community Foundation on multiple infrastructure-related issues by providing data and staff expertise as requested.
Action 1.5a	Continue to improve the Housing Resources webpage used to facilitate the development and improvement of affordable housing. Included on the webpage could be items such as funding resources, affordable housing development agencies and developers, energy conservation and green-building resources and services.	Ongoing	The County has not maintained a Housing Resources webpage but continues to post information through the main County website and related County department website pages.
Action 1.5b	Continue to disseminate housing related brochures (e.g. farmworker housing) to individuals, developers, and builders that visit Planning and Building offices.	Ongoing	The County continues to disseminate housing related brochures to the general public over the counter.



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Action 1.5c	Continue to report on the implementation and effectiveness of the Housing Element in the General Plan Annual Report to the Board of Supervisors. Offer to hold an annual Community Development Commission workshop.	Ongoing	The County provides a monthly update to the Board of Supervisors on housing-related issues, including the implementation and effectiveness of the Housing Element, new housing policies (e.g. ADUs), and fire recovery efforts, as they relate to rebuilding efforts.
Action 1.5d	Require that building permit application packets include the Housing Affordability Survey, needed for the Annual Housing Report, with the requirement that it be turned in by the applicant with the permit packet in order for the application to be considered complete.	Ongoing	The County does not require that building permit application packets include the Housing Affordability Survey as part of the application. The County would like to add this as a module to their permit tracking software.
Action 2.1a	Assist developers and non-profit organizations with the acquisition, rehabilitation, or development of affordable housing as funding permits.	Ongoing	When requested, the County completes application components and supports funding opportunities for housing. The County hosted multiple Pre-Application Conferences in 2019 to facilitate the development of affordable housing units.
Action 2.1b	Continue code enforcement actions to identify substandard or unsafe housing and sanitary facilities. Provide contact information to property owners to assist in identifying programs to abate violations, assist with upgrades and weatherization, and conserve the housing stock.	Ongoing	The County continues code enforcement actions to identify substandard housing and/or sanitary facilities and provides contact information to property owners to help identify programs to abate violations, assist with upgrades and weatherization, and conserve the housing stock.

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Action 2.1c	Use Revenue and Taxation Code Section 17274 as an inducement to private sector rehabilitation of rental housing (denies State tax deductions to owners of substandard rental property); include notice of potential use in violation notices.	Ongoing	The County continually uses the Revenue and Taxation Code Section 17274 as an inducement to private sector rehabilitation of rental housing.
Action 2.1d	Continue to monitor the dates that rent- or price-restricted affordable housing projects in the unincorporated County will convert to market rate units. Work with owners and agencies to preserve this stock of affordable housing.	Ongoing	The County continues to monitor dates of roll over of restricted affordable projects. In 2017, Holly Ranch Village in Cleone was sold to private developers and deed restriction was removed on the 10 units to become primarily market rate housing. The County has not received interest from owners or agencies to preserve the affordable housing stock.
Action 2.1e	Institute procedures to comply with Government Code Section 65590 in the Coastal Zone (requires converted or demolished low- or moderate-income housing units within the Coastal Zone to be replaced with similarly affordable units onsite or elsewhere within the Coastal Zone if feasible), including procedures to review and track conversions and Coastal Zoning Code amendments if necessary.	Ongoing	There were no demolitions of low-or moderate-income housing units within the Coastal Zone, and very few demolitions of residential structures. The majority of demolition permits issued in Mendocino County are for non-permitted construction. Demolition in the Coastal Zone requires a CDP, at which stage the review of income designated units would occur.

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Action 2.1f	Explore establishing a program to facilitate the replacement of older mobile homes in order to remove substandard units from County housing stock. This exploration should consider whether internal methods or collaborating with outside agencies, or a combination of the two, would be most efficient.	Ongoing	The County continues to explore establishing a program to facilitate the replacement of older mobile homes to remove substandard units from the County housing stock.
Action 3.1a	Work with developers to include a variety of housing types, such as smaller single-family homes, second units, duplexes, and multi-family units, including rental units for lower-income large families and developments exceeding ten residential units, during pre-subdivision consultation and through the Inclusionary Housing development planning process. Consider development incentives such as reduced setbacks, density bonuses, fee assistance, etc.	Ongoing	The County has the Inclusionary Housing Ordinance to encourage a variety of housing types. In addition, the County encourages a variety of new housing types with a density bonus, Planned Development zoning, and other tools. During the planning period, the County worked with developers on two housing projects, Garden Gate (now Bella Vista) and Vineyard Crossing, to utilize the density bonus for affordable housing. Other than that, no major subdivisions have been proposed to incite this development.

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Action 3.1b	Evaluate the potential for reduced lot sizes or increased residential densities on land classified Rural Community, Mixed Use, Suburban Residential, and Commercial.	Ongoing	The County has considered this action item, and would reduce lot sizes based on the presence of water or sewer infrastructure to serve those properties classified Rural Community, Mixed Use, Suburban Residential, and Commercial. The County is supportive of such efforts, especially as it relates to strengthening community centers and rural nodes.
Action 3.1c	On sites lacking public water, sewer or both, allow higher density housing development, within the scope of the zoning designation, that have alternate means of water supply or sewage treatment, which meet the requirements of the County Division of Environmental Health and the State Regional Water Quality Control Board and geological review.	Ongoing	The County has not yet considered higher density housing applications with alternate means of water supply or sewage treatment on sites lacking public water, sewer, or both. The County is currently considering different sites for a new wastewater system to augment infrastructure to support additional housing.

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Action 3.1d	Rezone acreage to Multiple-Family Residential (R-3) and/or Mixed Use (MU) to meet the remaining obligation from the previous (4th) Housing Element Update cycle. Lands to be rezoned shall be located in areas with both water and sewer district service (either currently in a district or annexable within the planning period). The County may use any combination of public- or privately-initiated planning processes to achieve this goal. In addition, the County will continue to maintain an existing inventory of zoning able to accommodate its fair share of low- and very low-income housing from the 2013 Regional Housing Needs Plan.	Completed	The County completed all necessary rezones to accommodate the 4th cycle RHNA shortfall.
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Action 3.1e	Ensure the General Plan land-use classification "Mixed Use" is used in a manner that maximizes residential potential and provides a clear set of policies, regulations and requirements for those interested in developing their properties. The Mixed Use District shall allow up to 29.04 units per acre, and include design criteria that will allow developers to submit a project, aware of the site design requirements.	Ongoing	The County has made minimal adjustments thus far to MU-zoned parcels to maximize residential potential. Most new development has occurred in the R-3 zone instead, and therefore the County has not been able to provide clear guidance to those interested in developing their properties.
Action 3.1f	Update the Density Bonus Code (Chapter 20.238) as necessary, to be consistent with current State law.	Ongoing	The County has not updated its Density Bonus Code to be consistent with current State law, but it is in the process of identifying grant funding for a full or partial code update with SB 2.

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Action 3.2a	Continue to publicize the opportunities for and encourage the production of second residential units for full time occupancy and encourage family care units.	Ongoing	The County offers free ADU plans online and advertised through the local online newspaper to encourage the production of second residential units and encourage family care units. The County also amended language on Coastal Zone ADUs and Inland ADUs in the Zoning Code to comply with State law.
Action 3.2b	Subsequent to the County's Local Coastal Program review, seek approval from the Coastal Commission to revise the Coastal Element and Coastal Zoning Ordinance to permit second units, subject to conformity with AB 1866 and other requirements.	In Progress (Under Review)	The County worked with the Coastal Commission to develop revised language on Coastal Zone ADUs. In 2019, staff presented to the Board of Supervisors a Local Coastal Plan Amendment to facilitate the construction of up to 500 ADUs in the Coastal Zone of unincorporated Mendocino County. The LCPA was submitted to the Coastal Commission for review, and is expected to be adopted by the Board of Supervisors in 2020.
Action 3.3a	Inform local agencies of their obligations to:(1) Provide the County a written offer to sell or lease surplus land for affordable housing purposes (Government Code Section 54220 et seq.), (2) Fully use Revenue and Taxation Code regulations authorizing use of State tax-defaulted property for public purposes such as land banking or specific housing projects (Section 3695.5 and 3791.4), and (3) Promote housing opportunities using underutilized lands or facilities.	Ongoing	Due to the lack of underutilized lands in the county, the County did not rely on underutilized lands to promote housing opportunities of this kind during the planning period. However, the Ukiah Unified School District (UUSD) has recently appraised two school sites that may be forthcoming in the coming years. It is to be determined whether these two sites are feasible for housing development considering that they will both require rezoning and water hookups.

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Action 3.4a	Support the efficient delivery of water and sewer services to facilitate housing production through combined service agencies, shared facilities, or other inter-governmental agreements. Explore these options in the annual meetings described in Action 3.4b.	Ongoing	The County has fragmented water districts, with many lacking websites or appropriate staff. The County would like to encourage the consolidation and sustainability of services moving forward.
Action 3.4b	Assist special districts to expand or upgrade services by providing planning assistance. Coordinate with Mendocino County Local Agency Formation Commission (LAFCO) to identify infrastructure development constraints. If feasible, develop a comprehensive infrastructure planning program with interested special districts.	Ongoing	The County is actively working with the Redwood Valley Water District on the Redwood Valley Water Infrastructure Retrofit Project to update infrastructure that will support the creation of more housing. In addition, the County has participated in nearly all planning sessions and public meetings in support of the Boonville Water and Sewer Proposal to develop a municipal water and/or wastewater disposal system in Anderson Valley.



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Action 3.4c	Work with water and sewer service districts to coordinate improvements with a priority to serve those medium and high residential densities as set forth in the General Plan. Inform the various service districts of the location of medium and high density residential designations to enable the districts to identify needed capacity improvements. Notify the districts of applicable grant opportunities that facilitate sustainable, compact development.	Ongoing	The County is working with the water districts on consolidation efforts to facilitate future development of higher density.
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Action 3.4d	Service District Constraints: (1) Inform water and sewer districts of the requirement to grant priority to allocation of available and future water resources to lower income housing developments that help meet the Regional Housing Need (Government Code Section 65589.7), and (2) recommend that service districts reduce, waive, or defer connection fees for affordable housing projects when requested for project feasibility. The County will request districts to provide a copy of adopted regulations, follow-up with subsequent correspondence, and notify the public of Government Code Section 65589.7 through the Housing Resources website.	Ongoing	Special Service Districts are aware of these requirements, but due to restrictions, moratoriums, and other considerations. This issue faces multiple constraints.
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Action 3.4e	Work with the County Division of Environmental Health to develop and publicize, in writing and online, the technologically feasible alternatives to conventional wastewater treatment facilities that meet environmental requirements for areas outside of the municipal sanitation infrastructure. Develop usage standards if one or more technologies prove feasible for regular use and amend the Zoning Code to allow for greater density when alternative wastewater treatment facilities have been approved.	Ongoing	The County works with Environmental Health to support a compost toilet stakeholders workgroup to promote alternative wastewater treatment systems. Environmental Health supports the creation of many non-standard systems throughout the county.
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Action 3.4f	<p>Prior to future Regional Housing Needs Assessment (RHNA) allocation processes, advocate before the Mendocino Council of Governments (MCOG) the County's strong support for higher density, low- and very low-income housing development to occur within urbanized or incorporated parts of the County. This is based on the understanding that lower income populations can more easily obtain public services (e.g. transportation, shopping, employment centers and/or training, etc.) in such areas, and that often times service (i.e. water, sewer) capacity is more readily available for high density residential development.</p>	Ongoing	<p>The County worked with the Mendocino Council of Governments (MCOG) to update the Regional Housing Needs Plan in 2018. This update revised the allocation of housing unit needs based on the revision of the Regional Housing Determination received from HCD and informs the 2019 RHNA processes to support higher density, low- and very low-income housing.</p>
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Action 3.5a	Conduct periodic meetings with developers and non-profit housing development agencies to identify constraints to development of affordable housing and use the information gained to consider Zoning Code amendments.	Ongoing	The County partners with the Community Foundation to identify constraints to affordable housing by working with the community to support many areas of community life, including housing.
Action 3.5b	Reduce Constraints to Housing Production: (1) Amend the Zoning Code and the Division of Land Regulations to allow additional exceptions to standards to facilitate affordable project feasibility, such as exceptions for setbacks, lot configuration, lot coverage, parking, building height, and others.(2) Evaluate and, where appropriate, reduce or modify the standards above to facilitate market rate housing production. (3) The County will initiate amendments to the Zoning Code to conform to the new General Plan.	Ongoing	The County reduced constraints to housing production by updating the ADU ordinance in the Coastal Zone and Inland Zone to comply with State law. In addition, the County has done minimal updates and changes to the Zoning Code to facilitate housing production.

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Action 3.5c	Provide priority processing by County staff and hearing boards for affordable housing units or special needs housing or supporting infrastructure.	Ongoing	The County provides priority processing for affordable housing units and support infrastructure under specific direction to prioritize job creation and housing construction. Due to recent fires, home rebuilds receive priority reconstruction permitting, which are typically processed in one week. In addition, the County has worked with RCHCD prioritized the development of Orr Creek Commons, an affordable senior housing project in Boonville.
Action 3.5d	Consider permit fee waivers, reductions, or deferments requested by affordable housing developers, as the County budget permits, based upon the merits of each project in meeting the County's housing goals. All such requests must be reviewed and approved by the Board of Supervisors.	Ongoing	The County has an Administrative Permit to allow for temporary trailers and deferred the cost of fire rebuilds to the finalization of the permit to facilitate rapid housing development.
Action 3.5e	Investigate the creation of an overlay district for affordable housing that permits an increase in density only after the purchase of land by developers of affordable housing in order to keep the cost of land more affordable than land already zoned for equally high density.	Ongoing	The County has not investigated the creation of an affordable housing overlay district to increase density conditional upon land ownership by an affordable housing developer. The County would consider this policy moving forward and may consider using SB 2 grant funding to support the creation of this district.

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Action 3.5f	Identify obstacles in zoning requirements and possible conflicts between codes and policies that may prevent the development of affordable housing at full density levels. Amend such identified codes where feasible.	Ongoing	The County has not identified impediments and conflicts between codes and policies that may prevent affordable housing development but anticipates investigation and potential code amendment currently through the Housing Element Update.
Action 3.5g	Promote and assist with the creation of Community Land Trusts for the purpose of developing and preserving affordable housing over the long-term. Consult with existing open-space land trusts to see if they are interested in including affordable housing. They could partner with non-profit housing agencies for management of the housing portion of the property.	Ongoing	The County partners with the Community Development Commission (CDC) to support their investigation and implementation of Community Land Trusts to preserve long-term affordable housing. The CDC manages subsidized housing under its non-profit branch, Building Better Neighborhoods, Inc.

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(CCR Title 25 §6202 )

**Jurisdiction**                      Mendocino County  
**Reporting Period**                      1/1/2017   -      12/31/2017

Action 3.5h	Pursue the development of the remainder of the affordable multi-family units for lower-income households approved by voters under the County's Article 34 authority.	Ongoing	The County is in the process of determining the remainder of the affordable multi-family units for lower-income households approved by voters.
Action 3.5i	Consider advertising prime locations, as identified in Appendix B, for affordable housing development on the Housing Resources website.	Ongoing	The County has not considered advertising prime locations for affordable housing development identified under Appendix B. However, the County posts the Housing Element online, and multiple local service providers and non-profits publicize these resources as well.