



































































Decision: Motion passed 4/1.

The Commission discussed with staff and Davina Smith, Deputy County Counsel, the difference between deleting or expanding Housing Opportunity Zones (HOZs); whether parking standards would need to be modified to encourage affordable housing; and the possible need for a new Environmental Impact Report (EIR). County Counsel indicated the need for a new EIR depends on how much goals, implementations, and standards change for the five-year housing plan.

Tina Christiansen, Hydesville, concerned that previous EIR was inadequate; no accurate land inventory for the current EIR.

Julie Williams, requested that Housing Opportunity Zones include support for exception requests, variances, planned urban development.

Dottie Russell, include additional areas as Housing Opportunity Zones, e.g., Phillipsville, Fortuna. Revisit idea of some people not wanting to live in urban areas.

Daniel Pearce, put housing where there's public water and sewer.

Commissioner Ulansey motioned to ask staff to come back on Tuesday with language that would expand HOZs countywide; draft as new implementation measure.

Commissioner McKenny seconded for discussion.

Davina Smith pointed out that Housing Opportunity Zones are intended for existing developed areas, where environmental impacts are much less. County would have to recirculate the EIR if HOZs were made available everywhere in the county.

Commissioner Ulansey withdrew the motion.

Michael Richardson summarized the discussion: There are impacts with expanding HOZs countywide. Previous EIR did include an Expanding Growth Alternative. If the County goes in that direction, there would be new development potential in more rural areas. Referred Commissioners to staff report section that identifies impacts of that development, starting on page 2.

Commissioner agreed to take public comment and reconsider the addition of a new Housing Element Goal H-G1x after public comment.

#### Public Comment

Debbie Provolt, proponent of extending HOZs to all communities that have community plans.

Julie Williams, submitted handout on California government code 65863, housing density. Secondary Dwelling Unit (SDU) are part of the solution. Allow smaller lots because people want to have ability to house elderly person, single person, or couple.

John Yalcinkaya, Eureka. Referred to Section 500252.5 California's Health and Safety code. Code contains clear definition of affordable housing. From lay person's view, we're

stretching the definition. When talking about it in rural areas, do need to consider what else comes into costs of living, transportation, etc.

Graham Russell, Miranda, proponent of relaxing restrictions on SDUs; if easier to develop SDUs, may get more permitted (instead of unpermitted) dwellings.

Mary Ella Anderson, Arcata, concerned about housing elders in remote areas; long way from services.

Bonnie McGregor, proponent of relaxing requirements on SDUs.

Tina Christiansen, commented on need for apartments in every community. Consider innovative alternatives to sewer system and relax standards on SDUs.

Reaffirmation of H-G1x following public comment:

H-G1x. Housing Diversity. An adequate of all types of affordable housing for all income levels, in all areas of the County, including urban, suburban, rural, hamlet, and remote areas.

Action: Accept language for new goal H-G1x.  
 Motion: Commissioner Ulansey  
 Second: Commissioner McKenny  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris  
 Nays: Commissioners Bongio  
 Abstain: Commissioners  
 Absent: Commissioners Masten, Edmonds  
 Decision: Motion approved 4/1.

The Commission discussed with staff listing HOZs in the HE new draft, not just old one. Possibly work on H-P2 to 1) include language that talks about adding HOZs to other areas in the county as they work towards infrastructure that would support those densities; 2) add wording about not diminishing ability to do SDUs in other areas of county (at end of policy). Somewhere in HE add in language from old HE, H-S8 and H-IM1, into this element.

H-P2. Housing Opportunity Zones. The County shall continue to stimulate residential and infrastructure development within Housing Opportunity Zones while not diminishing opportunities for secondary dwellings in other areas of the county. The County shall on an annual basis review and consider expansion of or addition of new Housing Opportunity Zones.

Action: Move to add the following language at the end of H-P2: "while not diminishing opportunities for secondary dwellings in other areas of the county. The County shall on an annual basis review and consider expansion of or addition of new Housing Opportunity Zones."  
 Motion: Commissioner Ulansey  
 Second: Commissioner Levy  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Bongio  
 Nays: Commissioners



Abstain: Commissioners  
 Absent: Commissioners Masten, Edmonds  
 Decision: Motion approved 5/0.

H-P4. Encourage Second Units. The County shall stimulate the construction of second units by relaxing second-unit development standards through modifications to the land use codes in order to provide low-cost housing and to make more efficient use of existing infrastructure roads.

Action: Motion to delete "infrastructure" and change to "roads" in H-P4.  
 Motion: Commissioner Levy  
 Second: Commissioner McKenny  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Masten, Edmonds  
 Decision: Motion approved 5/0.

The Commission discussion with staff and County Counsel. By consensus, the Commission requested that staff bring back an Implementation Measure (IM) with some of the same information for HOZs as in the last Housing Element; additional ideas for SDUs outside HOZs. Add old S8 or IM1 back in; renumber as necessary; add new S8 equivalent (and maybe IM) for SDUs outside of HOZs. Bring back the sections of code where this is codified. Potential incentives that would support H-P4. Menu of different ways to embed in Housing Element incentives for SDUs.

H-P10. Contributions to Infrastructure and Service Development. Market-rate housing shall pay its fair share of infrastructure and public service costs. Housing that has long-term affordability covenants and restrictions that require units to be available to, and occupied by, persons or families of low, very low or extremely low income at affordable housing costs for at least 20 years may be eligible for subsidies to pay for applicable infrastructure and public service costs.

Action: Motion to delete first sentence of H-P10.  
 Motion: Commissioner Ulansey  
 Second: Commissioner McKenny  
 Ayes: Commissioners Ulansey, McKenny, Bongio  
 Nays: Commissioners Levy, Morris  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 3/2.

By order of the Chair, the Housing Element public hearing was continued to Tuesday, March 18, 2014 at 6:00 pm.

ADJOURNMENT Chair Morris adjourned the meeting at 9:17 pm.

NEXT MEETINGS

March 18, 2014	6:00 pm	Special Meeting, Housing Element
March 20, 2014	6:00 pm	Special Meeting, Housing Element
March 25, 2014	6:00 pm	Special Meeting, Housing Element
March 27, 2014	6:00 pm	Special Meeting, Housing Element
April 3, 2014	6:00 pm	Regular Permits Meeting

HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street Eureka CA 95501

SPECIAL MEETING DRAFT MINUTES

March 18, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order 6:02 pm.

COMMISSIONERS PRESENT Commissioners Bongio, Edmonds, Levy, McKenny, Morris,  
Ulansey  
Commissioner Masten (excused)

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth,  
Assistant County Counsel; Robert Wall, Supervising Planner; Michael Richardson, Senior  
Planner; Norma Lorenzo, Clerk.

AGENDA MODIFICATIONS None

APPROVAL OF MINUTES None

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Dottie Russell, Miranda. Suggested remote access for Planning Commission meetings, similar  
to what the county budget committee held.

CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Chapter 8 Housing Element identifies existing and projected housing needs and establishes goals, policies, standards and implementation measures for the preservation, improvement, and development of housing. The Housing Element meets detailed requirements of state housing element law, including requirements for a residential land inventory sufficient to meet the County's share of the state prescribed regional housing need. The Housing Element is typically updated on a 5-year cycle according to a state-mandated schedule. The last comprehensive update for Humboldt County was completed in 2010. The planning horizon for this Housing Element extends to 2019.

Staff recommendation: Open the public hearing; take public comments; begin review of the Draft Housing Element and Housing Element Appendix. It is being recommended that the Planning Commission consider an addendum to the Supplemental Environmental Impact Report for the previous Housing Element (SCH #2009022077). Continue the 2014 Humboldt County Draft Housing Element to Thursday, March 20, 2014.

Michael Richardson, Senior Planner, presented the staff report; reviewed multi-family rezoning implementation measures from the previous plan. Responded to questions from the Commission on suggested changes made to Housing Opportunity Zones, zoning, etc. Reviewed other changes directed by the Commission, i.e., Incentives for second units.

## Public Comments:

Bonnie McGregor, McKinleyville. Commented on lot size and the compound effect in a neighborhood.

Commissioner Ulansey referred to letter from Ben Shepherd, Chair of McKinleyville Citizen's Advisory Committee (March 11, 2014) requesting that HOZs be expanded to all of McKinleyville.

Dottie Russell, Miranda. Commented that Housing Opportunity Zones are still not clear; not clear how density bonuses would be worded. Suggested that incentives for second units should include provisions to expedite the second unit process and lower the fees.

Jon Yalcinkaya, Eureka. Thinks solar shading requirement is important; eliminating solar shading requirements would be a mistake.

Discussion between staff and commission regarding mid-point density and the effect on the community and the developer.

Bonnie McGregor. Spoke to the growing needs of seniors. Area 1 Agency on Aging is doing a survey of seniors using the 2010 census. Secondary units that serve seniors depend on who's in the front unit; it works if it's family. Spoke to the issue of accessing grants for providing housing. Access grant funding is a very competitive market; not getting housing element in on time counts against us

Victoria Copeland, Humboldt Association of Realtors. Referenced comments submitted with suggested changes. Supports keeping it simple and getting rid of mid-point density.

Mary Ella Anderson, Arcata. During the last housing period, the county did not meet very low and low income unit requirements. Expressed concerns about input from the Division of Environmental Health regarding appropriate sewer disposal.

Helen Edwards, McKinleyville Community Services District. Supports removal of mid-point density to make it fair throughout the county. Would put severe constraints on MCSD's ability to provide housing.

Dottie Russell. Supports removal of terminology referring to public sewer.

H-P11. Residential Subdivision Approvals within Housing Opportunity Zones  
Action: motion to strike "calculated", add minimum specified density, strike "number of units per Standard H-S3" to read:

H-P11. Residential Subdivision Approvals within Housing Opportunity Zones. The density of residential subdivisions within Housing Opportunity Zones shall not be reduced below the calculated minimum specified density number of units per Standard H-S3 unless the County makes specified findings.

Motion: Commissioner Ulansey  
 Second: Commissioner Edmonds  
 Ayes: Commissioner Ulansey, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioner Levy  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 5/1

H-P12. Residential Subdivision Permit Process within Housing Opportunity Zones  
 Action: motion to strike "within Housing Opportunity Zones"; strike "located"; strike "fully"  
 to read:

H-P12. Residential Subdivision Permit Process within Housing Opportunity Zones. The County shall maintain an efficient, streamlined and predictable permitting process designed for residential subdivisions located within Housing Opportunity Zones that fully meet the goals and policies of this Element.

Motion: Commissioner Ulansey  
 Second: Commissioner McKenny  
 Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio  
 Nays: Commissioner Levy, Morris  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 4/2

Action: motion to strike "in areas served by public sewer" to read:

H-P13. Allowances for a Mixture of Housing Sizes and Types. The County shall allow a variety of housing types and sizes in all residential subdivisions in areas served by public sewer to encourage a mix of housing opportunities for all income categories.

Motion: Commissioner Levy  
 Second: Commissioner Ulansey  
 Ayes: Commissioner Ulansey, Bongio, Levy, Morris  
 Nays: Commissioner McKenny, Edmonds  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 4/2

Action: motion to add "all fees to be paid prior to issuance of certificate of occupancy", to read:

H-P14. Fee Deferrals and Subsidies. If requested, The County shall offer and provide density bonuses and the County shall defer until occupancy fees for building permits, discretionary land use permits, parkland dedication fees, and review fees charged by the Department of Environmental Health and Public Works for housing that has long-term affordability covenants and restrictions that require units to be available to, affordable to, and occupied

by, persons or families of low-, very-low or extremely low income for at least 20 years. All fees paid prior to issuance of certificate of occupancy.

- Action: Direct staff to return with a new policy to address private development.
- Motion: Commissioner McKenny
- Second: Commissioner Ulansey
- Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Masten
- Decision: approved 6/0

Bonnie McGregor did not support the change. Spoke to the need of keeping the reference to 20 years to attract grant funding.

Greg Orsini, MCSD, has a major concern about parkland dedication fees being deferred. Requests that all other fees be deferred before parkland fees.

Carolyn Ruth, Assistant County Counsel. Expressed concerns about the removal of the reference to 20 years. County is required by state to address these types of projects in our Housing Element, and this policy addresses those requirements.

Dottie Russell. Disagreed with reducing the timeline to 10 years; suggests adding another policy to address private funding with a 10-year reference.

H-P15. Fast Track Application Review. Projects which construct or rehabilitate at least 25% low income, 10% very low income, or 5% extremely low income residential units shall be fast-tracked through the Planning and Building Division Department, Environmental Health Division of Public Health, and the Land Use Division of the Department of Public Works. When calculating the number of lower income units, any fractions of units shall be rounded to the next larger integer.

Action: consensus to accept as written

H-P16. Deferral of Minor Subdivision Improvements. The County shall allow applicants to defer improvements for minor subdivisions until the time of building permit issuance for housing that has long-term affordability covenants and restrictions that require units to be available to, and occupied by, persons or families of low income at affordable housing costs for at least 20 years. Public Works shall specify allowable deferments on a project by project basis.

Action: consensus to accept as written

H-P17. Preservation of Mobile Home Parks and Long-Term Occupancy Recreational Vehicle Parks. The County shall support continuation of existing mobile home and long term occupancy recreational vehicle parks as an important source of affordable housing. through actions such as legislative changes, zoning consistency determinations, analysis of legal-non-conforming status Plan amendments or zone reclassifications.

Action: motion to delete “through actions such as legislative changes, zoning. . .  
Direct staff to bring back as an implementation measure.  
Motion: Commissioner Edmonds  
Second: Commissioner Ulansey  
Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris  
Nays: Commissioner  
Abstain: Commissioner  
Absent: Commissioner Masten  
Decision: approved 6/0

CORRESPONDENCE None  
OLD BUSINESS  
NEW BUSINESS  
ADJOURNMENT adjourned at 9:20 pm

NEXT MEETINGS  
March 20, 2014 6:00 pm Special Meeting, Housing Element  
March 25, 2014 6:00 pm Special Meeting, Housing Element  
March 27, 2014 6:00 pm Special Meeting, Housing Element  
April 3, 2014 6:00 pm Regular Permits Meeting

HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street Eureka CA 95501

SPECIAL MEETING DRAFT MINUTES

March 20, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order at 6:01 pm

COMMISSIONERS PRESENT Commissioners Ulansey, Morris, Edmonds, Bongio  
Commissioners Levy, McKenny, Masten (excused)

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth, Assistant County Counsel; Rob Wall, Supervising Planner; Michael Richardson, Senior Planner; Karynn Merkel, Clerk.

AGENDA MODIFICATIONS None

APPROVAL OF MINUTES March 11, 2014  
March 13, 2014

Action: Approve the minutes for March 11, 2014.  
Motion: Commissioner Ulansey  
Second: Commissioner Bongio  
Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Levy, McKenny, Masten  
Decision: Motion approved 4/0

Action: Approve the minutes for March 13, 2014.  
Motion: Commissioner Bongio  
Second: Commissioner Ulansey  
Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Levy, McKenny, Masten  
Decision: Motion approved 4/0

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Daniel Pearce, McKinleyville: Surrounding parcels changed from quarter-acre minimum and illegally subdivided; broke the law time after time. Development of low-income houses the reason no one wants to help.

Kent Sawatzky, Blue Lake: Site specific concerns regarding the Housing Element. Has wanted for a long time to do affordable senior housing; 16 acres, one unit per acre; handicapped accessible. Was waiting to get more density, but has decided to go back to lower density to proceed.



## CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Continue review of the 2014 Humboldt County Draft Housing Element.

Staff recommendation: Review the 2014 Humboldt County Draft Housing Element (HE); open the public hearing; receive public comments; continue Commission deliberation. Continue the 2014 Humboldt County Draft Housing Element to Tuesday, March 18, 2014.

Rob Wall, Supervising Planner, and Michael Richardson, Senior Planner, provided wording for requested modifications. Two tasks. 1) Add another implementation measure (IM) in addition to H P14; reduced time frame for covenants and restrictions for long-term affordability if the project was privately financed. Staff embedded this language into H-P14. State law references a 30-year timeframe and uses the terminology about "mortgage financing assistance program, mortgage insurance program, or rental subsidy program". This covers publicly-financed projects. 2) Add a new IM in addition to H-P17; H-P17 remains unchanged.

H-P14. Fee Deferrals and Subsidies. If requested, the County shall defer until occupancy fees for building permits, discretionary land use permits, parkland dedication fees, and review fees charged by the Department of Environmental Health and Public Works for housing that has long-term affordability covenants and restrictions that require units to be available to, affordable to, and occupied by, persons or families of low-, very-low or extremely low income for at least 20 years 10 years for projects with 100% private financing, or at least 30 years if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program. All fees to be paid prior to issuance of a certificate of occupancy.

In addition to H-P17:

H-IM34X. Preservation of Mobile Home Parks and Long-Term Occupancy Recreational Vehicle Parks. The County shall support continuation of existing mobile home and long term occupancy recreational vehicle parks through actions such as legislative changes, zoning consistency determinations, analysis of legal-non-conforming status, Plan amendments or zone reclassifications. Responsible Agency: Planning and Building Department. Timeframe: on-going.

## Public Comment

Kent Sawatzky asked for incentives to encourage trailer home parks accessible to the handicapped; give bonuses for those who build for handicapped, especially seniors.

## Commission Deliberation

In regard to H-P14, the Commission discussed with staff and Carolyn Ruth, Assistant County Counsel: types of financing; density bonus issues; deferrals as an incentive. For the short term no difference between market rate and affordable housing. Want affordable units to remain affordable over an extended period of time.

Dottie Russell concerned that "if requested" is included in H-P14; should be mentioned automatically.

John Corbett, McKinleyville Community Services District (MCSD): concerned about deferral of recreational fees for low income; would like those to be the last priority of waiver. Parks very important for low income. Chair Morris clarified that this type of deferral is very short term, only during construction phase. Once certificate of occupancy issued, fees are due and payable.

Bonnie McGregor: commented that there are a couple of issues: 1) 10 years is about the length of two housing elements. Meeting a need for low and very low income but in 10 years, losing it again; have used density bonuses to build in areas where we want people to be. 2) Probably talking about rental units; very low and low income can't afford to buy. Perfect for people who in 10 years are moving up; not good for those with long-term disabilities or seniors.

Mary Ella Anderson, concerned about what the county's losing when give people density bonus. What is a density bonus?

H-P14. Fee Deferrals, and Subsidies, and Density Bonuses. If requested, Tthe County shall offer and provide density bonuses and shall defer until occupancy fees for building permits, discretionary land use permits, parkland dedication fees, and review fees charged by the Department of Environmental Health and Public Works for housing that has long-term affordability covenants and restrictions that require units to be available to, affordable to, and occupied by, persons or families of low-, very-low or extremely low income for at least 20 years 10 years for projects with 100% private financing, or at least 30 years if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program and at least 10 years for financing without such requirements. All fees to be paid prior to issuance of a certificate of occupancy.

- Action: Accept the language as amended; remove "if requested".
- Motion: Commissioner Edmonds
- Second: Commissioner Ulansey
- Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio
- Nays: Commissioners
- Abstain: Commissioners
- Absent: Commissioners Levy, McKenny, Masten
- Decision: Motion approved 4/0.

H-IM34X Preservation of Mobile Home Parks and Long-Term Occupancy Recreational Vehicle Parks. The County shall support continuation of existing mobile home and long term occupancy recreational vehicle parks through actions such as legislative changes, zoning consistency determinations, analysis of legal-non-conforming status, Plan amendments or zone reclassifications. Responsible Agency: Planning and Building Department. Timeframe: on-going.

- Action: Motion to accept this language.
- Motion: Commissioner Bongio
- Second: Commissioner Edmonds
- Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio
- Nays: Commissioners

Abstain: Commissioners  
 Absent: Commissioners Levy, McKenny, Masten  
 Decision: Motion approved 4/0.

The Commission discussed with staff and counsel whether the language in H-P20 about substandard housing only applies if neighborhoods that are substandard are mapped out. Carolyn Ruth, Assistant County Counsel, noted this is meant to address an issue in HE law; should be engaging in a program to elevate and improve housing. Neighborhoods are not targeted and the county can't discriminate. Rehabilitation should be done in a targeted, programmatic way through surveys.

Tina Christiansen, Hydesville. From realtor's standpoint, if appraiser goes out and sees a substandard house, it will probably kill a sale. People don't want their communities called blighted. Substandard is in the eye of the beholder.

H-P20. Housing Rehabilitation in Economically Distressed Communities. The County shall work to improve housing conditions throughout the county in communities with high proportions of substandard housing as indicated through housing condition surveys.

Action: Accept H-P20 as modified.  
 Motion: Commissioner Edmonds  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Levy, McKenny, Masten  
 Decision: Motion approved 4/0.

The Commission discussed with staff and counsel why H-P21 and H-P22 are included in the Housing Element. Rob Wall explained that the City of Eureka, drafted similar legacy statements. It was viewed by HCD as a positive; help to level the playing field. Included in draft submitted to HCD; H-P22 embedded in law.

John Yalcinkaya, Eureka. Opposed addition of "and landlord"; most of the issues a public agency should promote are for tenants.

H-P21. Enforcement of Tenant's and Landlord's Rights. The County shall support the enforcement of state and federal tenant and landlord rights.

Action: Move to add "and Landlord's" after "Tenant's" in title and "and landlord" after "tenant" in the body of policy.  
 Motion: Commissioner Ulansey  
 Second: Commissioner Edmonds  
 Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Levy, McKenny, Masten  
 Decision: Motion approved 4/0.

H-P25. Encourage New and Experimental Techniques. The County shall encourage and be receptive to new and experimental construction techniques such as non-water based waste disposal systems. to facilitate optimum utilization of residential sites identified in the residential land inventory.

Action: Adopt the new language for H-P25  
Motion: Commissioner Ulansey  
Second: Commissioner Edmonds  
Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Levy, McKenny, Masten  
Decision: Motion approved 4/0.

By order of the chair, the Commission referred H-S2, H-S3, and H-S4 back to staff to correct the wording and bring back at the next meeting.

H-S5. Infrastructure Development. Infrastructure projects which reduce physical capacity constraints to residential land located within Housing Opportunity Zones or other areas where health and safety concerns are evident shall be given priority for funding and development.

Action: Move to accept the modified language for H-S5.  
Motion: Commissioner Ulansey  
Second: Commissioner Edmonds  
Ayes: Commissioners Ulansey, Morris, Edmonds  
Nays: Commissioners Bongio  
Abstain: Commissioners  
Absent: Commissioners Levy, McKenny, Masten  
Decision: Motion approved 3/1.

H-S7. Ten-Year Plan to End Homelessness. The Board adopted Ten-Year Plan to End Homelessness in 200X to will guide the County's efforts to address the housing and service needs of the homeless, and at risk of homelessness populations.

Action: Move to adopt the modified language and ask staff to fill in the appropriate date for commencement of the 10-year plan to end homelessness.  
Motion: Commissioner Ulansey  
Second: Commissioner Edmonds  
Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Levy, McKenny, Masten  
Decision: Motion approved 4/0.

By order of the chair, staff was requested to bring back implementation measures to consider in regard to H-S7.

H-S8. Single Room Occupancy Units. The County shall allow conversion of hotels and motels to single room occupancy units (SRO) under specified conditions in selected zones in areas with public water. Plan and zone density standards may be waived for SRO units consistent with public health and safety. Permit fees may be subsidized for hotel and motel conversions to SRO units and for reviews of the legal non-conforming status or Plan amendments or zone reclassifications for motel and hotel conversions that have already occurred.

The Commission discussed with staff and counsel: density bonuses and when they come into play; incentives for second units; living in urban versus rural areas; the impact of changes in the breadth of incentives on the EIR.

John Corbett, MCSD. Strongly supports better incentives for second units; need strong policy in urban areas.

Bonnie McGregor. Reservations about solar shading requirements; quality of life is dependent on space.

Dottie Russell. This assumes people want to live in urban area; some might prefer rural.

By order of the chair, staff will research this standard and return with input next week, to include addressing Dottie Russell's concerns about urban versus rural living.

ADJOURNMENT

Chair Morris adjourned the meeting at 9:17 pm.

NEXT MEETINGS

March 25, 2014	6:00 pm	Special Meeting, Housing Element
March 27, 2014	6:00 pm	Special Meeting, Housing Element
April 3, 2014	6:00 pm	Regular Permits Meeting

HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street Eureka CA 95501

SPECIAL MEETING DRAFT MINUTES

March 25, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order at 6:00 pm.

COMMISSIONERS PRESENT Commissioners Bongio, Edmonds, Morris, McKenny, Levy,  
Ulansey  
Commissioner Masten (excused)

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth,  
Assistant County Counsel; Robert Wall, Supervising Planner; Michael Richardson, Senior  
Planner; Norma Lorenzo, Clerk.

APPROVAL OF MINUTES None

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Tom Grover, Redway. Commented that gray water systems for laundry and landscape are allowed without permits. Astounded by the presentation made by Environmental Health on March 11, 2014. Recommends that the county get rid of the experimental systems and work on a new policy.

Dottie Russell. Commented on the lack of public restrooms in communities, particularly along Avenue of the Giants and in Garberville.

CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Chapter 8 Housing Element identifies existing and projected housing needs and establishes goals, policies, standards and implementation measures for the preservation, improvement, and development of housing. The Housing Element meets detailed requirements of state housing element law, including requirements for a residential land inventory sufficient to meet the County's share of the state prescribed regional housing need. The Housing Element is typically updated on a 5-year cycle according to a state-mandated schedule. The last comprehensive update for Humboldt County was completed in 2010. The planning horizon for this Housing Element extends to 2019.

Staff recommendation: Open the public hearing; take public comments; begin review of the Draft Housing Element and Housing Element Appendix. It is being recommended that the Planning Commission consider an addendum to the Supplemental Environmental Impact Report for the previous Housing Element (SCH #2009022077). Continue the 2014 Humboldt County Draft Housing Element to Thursday, March 27, 2014.

Michael Richardson, Senior Planner, provided oral staff report.

## Public Comments:

Dottie Russell: commented and made suggestions on 10-year plan to end homelessness.

Tom Grover, Redway: commented on the water issue; referred to H-P28 and recommended that water be removed from the Housing Element and addressed in the Water Resources Element.

Debbie Provolt: commented on incentives for second units; should be treated differently than in Housing Opportunities Zones (HOZ); should be consistent with changes the Board of Supervisors (BOS) has indicated by their straw votes. Encourages doing away with mid-point density.

Bonnie McGregor, McKinleyville: commented on the straw vote done by BOS on resource lands (timberland and agricultural). Believes that such a change should go back before the public before finalized. If requirements are to be relaxed, which ones and to what degree? This is significant difference.

Julie Williams, Northern California Association of Home Builders (NCHB): agreed with comments submitted by Debbie Provolt. Supports second units as a principally-permitted use.

Tina Christiansen: commented on homelessness plan. Tacoma's plan started about the same time as Humboldt County's and they are done. Board of Supervisors need to push Health and Human Services to deal with the problem.

Mary Ella Anderson, Arcata: supports comments made by Bonnie McGregor. What County does should be responsive to what the communities want. Community Plans should go back to the public for revisions. There is a problem with unelected officials making these changes.

Dottie Russell: provided additional comments on homelessness. Suggested incentives for subdivision of properties. Implied that objections from service districts are political and should be verified.

Items discussed and suggested revisions include addition of new policy:

H-P29x Maintaining an Adequate Land Inventory. Unless written findings are made, pursuant to Government Code 65863 and supported by substantial evidence, the County shall not allow a reduction in the number of residential units from below that specified in the current County's share of the Regional Housing Needs Allocation (RHNA) in the residential land inventory. for the current planning period unless written findings are made supported by substantial evidence that:

(1) The reduction is consistent with the adopted General Plan, including the Housing Element, and

(2) The remaining sites in the residential land inventory of the Housing Element for the current planning period are adequate to accommodate the County's share of the regional housing need pursuant to Section 65584 of the Government Code.

Action: motion to adopt the language in new policy H-S29x, as suggested and revised

Motion: Commissioner Ulansey

Second: Commissioner McKenny

Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris

Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 6/0

H-S2. Achieving the Target Densities of the Residential Land Inventory. Parcels in the residential land inventory for the current planning period shall be developed to meet or exceed the target residential density (the "mid-point" density). A lower density may be approved only if specific findings are made supported by substantial evidence that the proposed development will not preclude future development at the target density, or the target density is not feasible.

Action: motion to adopt the language in new policy H-S2, as revised  
 Motion: Commissioner McKenny  
 Second: Commissioner Edmonds  
 Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris  
 Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 6/0

H-S3. Calculation of the Target Density on a Parcel. The target residential density on each parcel in the residential land inventory for the current planning period shall be calculated by multiplying the applicable mid-point minimum Plan density by the net developable area determined during application processing. The net developable area shall be the total parcel area minus areas that cannot be physically developed due to mapped/shown hazards or environmental constraints known to have the potential to restrict development. Residential development potential on individual parcels may also be limited by infrastructure constraints identified in the Housing Element. Actual development potential on individual parcels is determined at the time of project application. Deviations between actual development potential identified at the time of project application and projected development potential identified in the residential land inventory shall be tracked and reported to the Board of Supervisors in comprehensive Housing Element updates.

Helen Edwards, McKinleyville Community Services District (MCSD): questioned whether environmental constraints in H-S3 would cover water and sewer. There is no requirement for MCSD to be contacted at the point of application.

Kevin Hamblin, Director: provided comments and discussion on the residential inventory and how this resource is used.

Action: motion to adopt the language in new policy H-S3, as revised  
 Motion: Commissioner McKenny  
 Second: Commissioner Ulansey  
 Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris  
 Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 6/0



H-S7. Ten-Year Plan to END Homelessness. The Board-adopted Ten-Year Plan to End Homelessness in 200X9 to will guide the County's efforts to address the housing and service needs of the homeless, and "at risk of homelessness" populations.

Action: motion to adopt the language in policy H-S7, as revised  
 Motion: Commissioner Levy  
 Second: Commissioner Ulansey  
 Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris  
 Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 6/0

H-S8X. Incentives for Second Units. Second residential units that do not exceed 50% of the square footage of the primary unit, or 800 square feet, whichever is smaller shall be provided with one or more of the following incentives as detailed in the land use ordinance:

- Parking space requirements shall be reduced to a maximum of one space
- Second units may be located more than 30 feet from the primary residence as principally permitted
- Access to the second unit does not need to be subordinate to the primary unit access
- Exempted from the County's solar shading requirements
- Second units be principally permitted on Ag and TPZ lands of 20 acres or more.
- Water quantity requirement be reduced to 350 gallons per day
- Amounts stored over 2,500 gallons should count towards meeting water requirements
- Allow alternative non-water based waste disposal systems; gray water systems.

Carolyn Ruth, Assistant County Counsel, pointed out that if adopted, the county code on secondary units would have to be revised; and pointed out that the exemptions for secondary units have been analyzed in the HOZ. However, as proposed throughout the county has not been addressed in the Housing Element Environmental Impact Report (EIR).

Further discussion and deliberation on Housing Element and the environmental review process by Commissioners.

Dottie Russell: nobody took advantage of the incentives within the last 5 years; it could be that within each geographical area there is a limit on the number of units developed before an EIR is required.

Helen Edwards, MCSD: MCSD is hoping the Commission will principally permit 800-square-foot second units throughout the county, in order to spread the impact.

Debbie Provolt: this needs to be separated into urban and rural; 800-square-foot units is not what the Board straw voted on Ag and TPZ land.

Chair Morris suggests that the Commission finish their review of goals, policies, and standards, and instruct staff to review the implementation measures for consistency, and bring back to the Commission for approval.

Discussion of schedule for remainder of Housing Element review.

Thursday, Mar 27, 2014 meeting was cancelled; next meeting to be on Tuesday, Apr 1, 2014.

Action: motion to continue this meeting to 6:00 pm Tuesday, April 1, 2014  
Motion: Commissioner Ulansey  
Second: Commissioner Bongio  
Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Morris  
Nays: Commissioner Levy  
Abstain: Commissioner  
Absent: Commissioner Masten  
Decision: approved 6/0

ADJOURNMENT adjourned at 9:30 pm.

NEXT MEETINGS

April 1, 2014	6:00 pm	Special Meeting, Housing Element
April 3, 2014	6:00 pm	Regular Permit Meeting
April 8, 2014	6:00 pm	Special Meeting, Housing Element
April 10, 2014	6:00 pm	Special Meeting, Housing Element

HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street Eureka CA 95501

SPECIAL MEETING DRAFT MINUTES

April 1, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order at 6:04 pm.

COMMISSIONERS PRESENT Commissioners Bongio, Edmonds, Morris, McKenny, Levy,  
Ulansey  
Commissioner Masten (excused)

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth,  
Assistant County Counsel; Michael Richardson, Senior Planner; John Miller, Senior Planner;  
Norma Lorenzo, Clerk.

APPROVAL OF MINUTES None

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA None

CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Chapter 8 Housing Element identifies existing and projected housing needs and establishes goals, policies, standards and implementation measures for the preservation, improvement, and development of housing. The Housing Element meets detailed requirements of state housing element law, including requirements for a residential land inventory sufficient to meet the County's share of the state prescribed regional housing need. The Housing Element is typically updated on a 5-year cycle according to a state-mandated schedule. The last comprehensive update for Humboldt County was completed in 2010. The planning horizon for this Housing Element extends to 2019.

Staff recommendation: Open the public hearing; take public comments; begin review of the Draft Housing Element and Housing Element Appendix. It is being recommended that the Planning Commission consider an addendum to the Supplemental Environmental Impact Report for the previous Housing Element (SCH #2009022077). Continue the 2014 Humboldt County Draft Housing Element to Tuesday, April 8, 2014.

Michael Richardson, Senior Planner, provided staff report and reviewed the draft addendum to the Supplemental Environmental Impact Review (SEIR) for the 2010 Housing Element Update.

Public comments

Ben Shepherd, McKinleyville Municipal Advisory Committee (MMAC): encourages the relaxation of standards for secondary dwelling units in the McKinleyville planning area. Commented on changes not made, with respect to the distance from primary residence,

and use of single driveway. MCP was adopted in 2002 and will be updated as part of the General Plan Update.

Julie Williams, North Coast Home Builders: commented on the update to the implementation measures; pointed out items still in question – H-IM1, H-IM2, H-IM9, H-IM13.

Bonnie MacGregor, McKinleyville: Expressed concerns about generally extending the HOZ to all of McKinleyville. Directed questions to the MMAC. Also concerned about lack of ease for public participation in the MMAC.

Jan Turner, Housing for All: concerned about the change from mid-point density to minimum density. Questions whether Housing and Community Development (HCD) will approve the Housing Element with that change. Questions whether elimination of density bonuses would qualify under state law. Regional Housing Needs Allocation (RHNA) numbers from last Housing Element have not yet been achieved; lawsuit has not been dismissed. Commented that no notice of Planning Commission special meetings to review the 2014 Housing Element was received.

Helen Edwards, McKinleyville Community Services District (MCSD): agrees that H-IM1 needs to be defined clearly, with regards to "local jurisdictions". Remove H-S8x; H-P2 references Housing Opportunities Zones (HOZ), which is of concern to MCSD's infrastructure. H-P11 does not have specific findings defined; should include early consultation with MCSD.

Commissioner McKenny: would like to have the language on 30-foot setback rewritten; commented on mid-point density issues and relaxation of solar standards on second units.

Michael Richardson responded to questions from Commissioners; explained that solar shading only applies to Final Map Subdivisions.

H-S9. Calculation of Development Potential for the Residential Land Inventory. The County shall identify land suitable for residential development consistent with Government Code 65583.2. Projections of residential development potential on individual parcels shall be based on applicable Plan densities, zoning standards and net developable parcel area. Net developable area may be based on best-available mapping of hazards and environmental resources known to have the potential to restrict development. Residential development potential on individual parcels may also be limited by infrastructure constraints identified within the Residential Land Inventory by Urban Development Area. Actual development potential on individual parcels is determined at the time of project application. Deviations between actual development potential identified at the time of project application and projected development potential identified in the residential land inventory shall be tracked and reported to the Board of Supervisors in comprehensive Housing Element updates.

- Action: motion to strike H-S9 in its entirety, with revised language incorporated into H-S3
- Motion: Commissioner Edmonds
- Second: Commissioner Levy
- Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Masten
- Decision: approved 6/0

H-S10. Publication and Maintenance of the Residential Land Inventory. The County's residential land inventory, found consistent with state law according to Government Code Section 65583 (a) (3), shall be published to the internet to aid the identification of vacant and underdeveloped residential sites. Thereafter, during the Housing Element planning period, the County shall periodically update the GIS inventory for public information purposes to reflect development approvals, changes in estimated development potential of individual parcels or infrastructure constraints.

Jan Turner, Housing for All: not sure the County can count the lots that have mid-point density eliminated. There are only certain levels that HCD will allow to be counted; does not think the lots that have been changed will be allowed as low income housing lots. Would need to justify how lowering the development potential on the lots will facilitate the development of low income housing.

Director Hamblin: the state does require a minimum of 15-16 units per acre to qualify for very low income units.

Julie Williams: with respect to the RHNA, this is a new Housing Element. The unfinished rezone parcels from the former Housing Element will still be required to meet the density standards of that element.

Michael Richardson responded to questions about Phase II of the 2009 Housing Element. Phase II of the multi-family rezoning will not be completed before this Housing Element has been submitted. The 2014 Housing Element can provide development potential included in Phase II. The Q-Zones that apply to the prior rezoning specifically require 15 units per acre. HCD was suspicious of the unique approach the County used in calculating the developability on the Q-Zone lots in the last Housing Element.

Commission directed staff to include revised text for the element: for the multi-family parcels, a development potential estimate that reflects the high end of the density range, and include a note that the development potential at the low end of the density range is conservative; include a total number of parcels that currently have a Q-Zone designation, with a minimum density of 16 units per acre. Finally, include an implementation measure for Phase II of the multi-family rezoning.

H-S11. Standards for Extremely Low, Very Low and Low Income Sites in the Residential Land Inventory. The RHNA Plan allocations for extremely low, very low and low income housing units shall be accommodated on sites suitable and zoned for multi-family residential development by right (no discretionary review is required). Multi-family sites shall be considered suitable if they contain one or more developable acres planned and zoned for at least 15 dwelling units per acre and can be provided with public water and sewer services within the planning period. No more than 100 units can be counted on any single parcel.

Jan Turner: pointed out that "16 dwelling units per acre" instead of "15 dwelling units per acre" was a part of the settlement agreement of the lawsuit. Carolyn Ruth, Assistant County Counsel agreed to review the settlement agreement for the specific binding language.

Action: approved by consensus.

H-S12. Standards for Fast Tracking Projects. Residential permit applications eligible for fast track processing shall be processed through the Planning and Building, Environmental Health and Public Works Land Use Divisions by dedicated staff on a priority basis ahead of non-fast track permit applications.

Action: approved by consensus.

H-P29X. Maintaining an Adequate Land Inventory. Unless written findings are made pursuant to Government Code 65863 supported by substantial evidence, the County shall not allow a reduction in residential units in the residential land inventory below that specified in the current Regional Housing Need Allocation (RHNA).

Carolyn Ruth, Assistant County Counsel: brought back H-P29x with information on state law and how the specific findings apply.

Jan Turner: the reason the county was sued last time was because for many years there was an inadequate inventory. What staff had in mind was to create suitable inventory so they would not have to do this every couple of years.

Commissioner McKenny: commented on the Q-Zone overlay. The protection is there, we just have to finish it and be cognizant of the Q-Zone overlay.

Commissioner Levy: one way of interpreting the original language was that the inventory could never go down. Have we made this more confusing by eliminating the findings? This is supposed to address "no net loss" as required by HCD.

Michael Richardson: the intent of the Planning Commission was to reduce the language down to its core, but we left out some specific language. The two findings we were proposing to insert are 1) The reduction is consistent with the adopted General Plan, including the Housing Element; and 2) the remaining sites identified in the Housing Element are adequate to accommodate the County's share of the Regional Housing Need.

Commissioner Ulansey: our intent was to clarify and that is what we did.

Action: motion to accept the revised language in H-P29x  
 Motion: Commissioner Edmonds  
 Second: Commissioner Ulansey  
 Ayes: Commissioner Ulansey, McKenny, Edmonds, Bongio, Levy, Morris  
 Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Masten  
 Decision: approved 6/0

New standard proposed:

H-S8X. Incentives for Second Units. Second residential units principally permitted in housing opportunity zones and TPZ and AE Zones, that do not exceed 50% of the square footage of the primary unit, or 800 square feet, whichever is smaller shall be provided with one or more of the following incentives as detailed in the land use ordinance:

- Parking space requirements shall be reduced to a maximum of one space
- Second units may be located more than 30 feet from the primary residence as principally permitted

- Access to the second unit does not need to be subordinate to the primary unit access
- Exempted from County solar shading requirements
- Secondary units will be principally permitted in TPZ and AE Zones on parcels over 20 acres in size regardless of the principal structure size.
- Water quantity requirements shall be reduced to...any amounts stored over 2,500 gallons should count toward meeting the domestic water requirements. Alternative water systems shall be considered.

Deliberation on proposed H-S8x Incentives for Second Units.

Director Hamblin: explained the impact of allowing secondary dwelling units under the existing Framework Plan. Need to be consistent with the existing Framework Plan and with regard to impacts to the EIR.

Carolyn Ruth: further pointed out the inconsistencies with the current General Plan. The Commission is stepping into another realm with these changes. Also explained the law on noticing land owners, special districts, and service providers.

Commissioner Morris: how many times has the current General Plan been amended?

Michael Richardson: approximately 10 housing element amendments; we're only allowed to amend up to 4 times each year.

Commissioner Levy: pointed out the conflicts in the policies that are directed at more urban areas and trying to fold in TPZ and AE parcels. Suggests that PC heed the advice of staff. One of the ways a change such as this could be incorporated would be to craft an implementation measure that suggests the desire to make the changes.

Commissioner Ulansey: has concerns that we're kicking the can down the road. The BOS has indicated their preference by their straw votes. This is the will of the majority. Has a real problem supporting something that doesn't include something that has overwhelming support of the public, the board, and this Commission.

Commissioner Morris: echoes Commissioners Ulansey's comments. This Housing Element will necessitate a General Plan Amendment anyway.

Assistant County Counsel Ruth: these policies are inconsistent with the other elements of the Framework Plan. Environmental questions are left unanswered. We would have to catch up the other documents to be consistent. All of this would be addressed once the GPU is adopted and another review of the EIR takes place.

Commissioner Ulansey: if the Board doesn't want to meet the overwhelming desire of the public, they can take it out.

Assistant County Counsel Ruth: Government Code 65353(b) is the code section that addresses 10-day noticing to property owners of action taken by the Planning Commission.

Commissioner Levy: pointed out that we don't have the public in front of us demanding these changes. If we do it in a manner that is perceived as hasty, non-transparent we will thwart the intention of what we are trying to achieve.

Helen Edwards, MCSD: agrees that second units on resource lands is a separate issue. MCSD has submitted comments requesting second units without the reference to HOZ.

Ben Shepherd: commented on the change of density from 16 to 15 units per acre; is that a change of intensity of use that requires landowner notification? County Counsel: possibly.

Commissioner McKenny: did the HOZ make a change to the Framework Plan? What would the environmental impacts be if we changed the current code from requiring a conditional use permit on resource lands to an administrative special permit process? Incentives for second units that are referenced above would be nice to have throughout the county, with the addition of an administrative permit process.

H-S8X. Incentives for Second Units. Second residential units principally permitted in housing opportunity zones and TPZ and AE Zones, that do not exceed 50% of the square footage of the primary unit, or 800 square feet, whichever is smaller shall be provided with one or more of the following incentives as detailed in the land use ordinance:

- Parking space requirements shall be reduced to a maximum of one space
- Second units may be located more than 30 feet from the primary residence as principally permitted
- Access to the second unit does not need to be subordinate to the primary unit access
- Exempted from County solar shading requirements
- Secondary units will be principally permitted in TPZ and AE Zones on parcels over 20 acres in size regardless of the principal structure size.
- Water quantity requirements shall be reduced to...any amounts stored over 2,500 gallons should count toward meeting the domestic water requirements. Alternative water systems shall be considered.

Action: Motion to delete bullets 4 & 5 in H-S8x and direct staff to develop Pilot Project for principally permitting second units in TPZ and AE zones.

Motion: Commissioner Edmonds

Second: Commissioner Levy, with deletion of "and TPZ and AE Zones"; maker of motion agreed

Ayes: Commissioner Edmonds, Levy

Nays: Commissioner Ulansey, Morris, Bongio, McKenny,

Abstain: Commissioner

Absent: Commissioner Masten

Decision: motion failed 4/2

The Commission wrapped up the discussion on second unit incentives. Commission asks staff to bring back suggestions on Pilot Program.

H-S8X. Incentives for Second Units. Second residential units principally permitted in housing opportunity zones and other residential zones and TPZ and AE Zones, that do not exceed 50% of the square footage of the primary unit, or 800 square feet, whichever is smaller shall be provided with one or more of the following incentives as detailed in the land use ordinance:

- Parking space requirements shall be reduced to a maximum of one space



- Second units may be located more than 30 feet from the primary residence as principally permitted
- Access to the second unit does not need to be subordinate to the primary unit access
- Exempted from County solar shading requirements
- Secondary units will be principally permitted in TPZ and AE Zones on parcels over 20 acres in size regardless of the principal structure size.
- Water quantity requirements shall be reduced to...any amounts stored over 2,500 gallons should count toward meeting the domestic water requirements. Alternative water systems shall be considered.

Action: motion to add "and other residential zones"; delete "TPZ and AE zones"; delete bullets 5 and 6; direct staff to outline a Pilot Project for principally permitting second units in TPZ and AE zones with a special permit process.

Motion: Commissioner McKenny

Second: Commissioner Levy

Ayes: Commissioner Edmonds, Levy, Bongio,

Nays: Commissioner Ulansey, Morris, McKenny

Abstain: Commissioner

Absent: Commissioner Masten

Decision: tie vote 3/3; motion failed

ADJOURNMENT By order of the Chair, this special meeting for review of the 2014 Draft Housing Element was continued to Tuesday, April 8, 2014. Chair Morris adjourned at 9:30 pm.

NEXT MEETINGS

April 3, 2014	6:00 pm	Regular Permit Meeting
April 8, 2014	6:00 pm	Special Meeting Housing Element
April 10, 2014	6:00 pm	Special Meeting Housing Element
May 1, 2014	6:00 pm	Regular Permit Meeting

HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street ♦ Eureka CA 95501

Special Meeting Draft Minutes

April 8, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order at 6:00 pm

COMMISSIONERS PRESENT Bongio, Masten, Morris, Levy, Ulansey

COMMISSIONERS ABSENT Edmonds, McKenny

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth, Assistant County Counsel; Robert Wall, Supervising Planner; Michael Richardson, Senior Planner; Norma Lorenzo, Clerk.

APPROVAL OF MINUTES none

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Commissioner Ulansey: reported that he had received a call from a member of the public regarding the Hospice of Humboldt project. The caller indicated that there was going to be a change in the usage of the road. Commissioner Ulansey requested that changes to the approved permit come back to the commission for review.

CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Continue review of the 2014 Humboldt County Draft Housing Element; review Implementation Measures and Addendum to the Housing Element Environmental Impact Report.

Michael Richardson, Senior Planner, provided an oral staff report and discussed items that staff was asked to bring back: Table 8-6; Table Z13; Status of Martin Slough Interceptor Project.

Table 8-6. Residential Land Inventory Summary

Zoning Group			
Dev.			
Acres	Potential Units		
(Gross)			
Parcel Count	Potential Units		
for the Current RHNA Planning Period (Net)			
Rural Residential (RR)	19,019		1,431
	1,409	1,147	866
844			

Rural Residential properties added by the GPU (RR)	5,238	1,270	393	393
Residential Estates (RE)	1,470	645		
581    399    500				
436				
Residential Low Density (RL)	1,554	4,120		
2,176    1,584    2,810				
866				
Residential Multifamily (RM)	273	1,627		
634* - 3,441    351    1,216				
223 - 1,977				
Total	27,574	9,093		
6,070 - 8,877    3,884    5,785				
2,762 - 4,516				

Staff to add a note that says: The minimum density is considered a conservative estimate of development potential.

Review and discussion of Table Z13:

HOUSING ELEMENT APPENDIX TABLE – Z13. Development Potential by Size of Parcels in the Affordable Housing Residential Land Inventory

APN	Status	USA	Acres	Developable Acres	Zoning	Development Potential
01511108	vacant	MRT_USA	6.4	1.6	R-4	18
01522102	vacant	MRT_USA	2.4	1.6	R-4	18
01611210	improved	MRT_USA	2.5	1.3	R-3-Q	32
01626102	vacant	MRT_USA	0.6	0.6	RM-30-Q	15
01703207	vacant	HUM_USA	15.0	2.9	R-3-Q	46
01904109	improved	HUM_USA	9.7	5.0	R-3-Q	58
01907107	improved	HUM_USA	4.1	4.1	R-3-Q	32
07730202	improved	RED_USA	1.3	1.3	R-3-Q	19
30001108	vacant	HUM_USA	145.5	77.1	R-4	100*
30510113	improved	HUM_USA	2.5	0.5	RM	22**
30510145	vacant	HBH_USA	3.7	3.3	RM	49
30638107	improved	HBH_USA	4.0	3.5	R-3-Q	30
40103155	vacant	SAMOA	16.7	16.7	RM	46
50516111	vacant	ARC_USA	15.9	11.2	R-4-Q	22
50823204	improved	MCK_USA	1.7	1.7	R-3-Q	17
50825155	vacant	MCK_USA	11.2	6.3	R-3-Q	100*
50825231	vacant	MCK_USA	33.3	19.1	R-3-D	100*
50915128	improved	MCK_USA	25.3	2.8	R-3-Q	36
51010120	improved	MCK_USA	4.5	3.0	R-3-Q	61
51013231	improved	MCK_USA	57.4	38.5	R-3-Q	100*
Total		899	560			

Robert Wall, Supervising Planner: provided report on the Martin Slough Interceptor project, and shared a memo from the City of Eureka.

Commissioner Bongio: also reported on the status of the Martin Slough project.

Commissioner Levy: asked staff to explain the aspects of the Housing Element dependent on the Martin Slough Interceptor project and what is the project deadline?

Michael Richardson: explained that dependency of the Housing Element affordable inventory units on the Martin Slough project. In order to accommodate the housing inventory, that project is not required to be completed until the end of this planning period. At the time the draft Housing Element was written it was contemplated to be completed by the end of 2014; that has been extended to 2015.

#### PUBLIC COMMENTS

Debbie Provolt: pointed out that the units on the Table 8-6 seem inconsistent.

Michael Richardson responded by explaining that some of the units have constraints or not served by water and sewer, and that makes them undevelopable.

Discussion between Commission and staff regarding the expansion of second units.

Robert Wall: read the language of the Board of Supervisor's straw vote in June 2012 regarding second units on resource lands.

Jan Turner, Housing For All: the suggestions under discussion will change the entire inventory; and the state will not let you count all of the second units. The rezoning dependent on the Martin Slough project is a year overdue. This element is kicking the can down the road, and that throws the inventory into question. This highlights why the County should protect the affordable unit lots; those lots were zoned that way because they had services. Some of these lots that are going to fall out of the affordable multi-family with these changes, could be protected by designating them as Q-Zones.

Sean Armstrong, Consultant: most of the affordable housing that has been built are projects that he worked on, while with Danco. Mr. Armstrong urged the Commission to proceed with the rezoning. Not familiar with the code on secondary units, however, commented on the affordability of second units; second units are usually smaller and rent for less.

Tina Christiansen: Jim Furtado has some success in building primary and secondary units in McKinleyville. Humboldt County is now at a lower inventory that they have been. The area only has so much flat land; every lot that was flat was going to low-income to very low-income. We also have entry level people who don't qualify for low- to very low-income housing that need units.

Dottie Russell: followed up on Sean Armstrong comments; Sean should be asked to review what is being proposed; Jan Turner should also be asked to review. Commented on the utilization of park models as small dwelling units.

Kermit Thobaben, Housing for All: emphasized that multi-family is not necessarily low income; they could also be high-end apartments. There's plenty of land for people who have money; senior housing fills up and has a waiting list.

Commissioner Masten: expressed concerns about getting started on the implementation measures; also, some of the comments included in the supplemental handout.

Commissioner Morris: requested clarification from staff about the rezoning from the prior Housing Element.

Commissioner Ulansey: the Q-Zones are a great idea for implementing this. Is it correct that some who requested Q-Zone designation have been left out? Would support an implementation measure that would allow landowners to voluntarily be included in the Q-Zone designation, with a 16 unit per acre.

Michael Richardson: explained that the Q-Zones were properties that were already in the land inventory before Phase I of the rezoning occurred. Suggests an implementation measure to complete Phase II rezoning. One implementation measure would be for the properties that are already in the housing inventory. A second implementation measure would be to complete the rezoning of Phase II.

Jan Turner: this Housing Element is backing off of some of the aspects of the lawsuit settlement. The minimum was never met on the rezoning. The density bonus needs to be consistent with state law, for producing and preserving affordable housing. The RHNA is increased to the effect that there was a shortfall in the prior planning period.

Carolyn Ruth: the Commission has the right to change policy; however, the County is still obligated under the terms of the existing Housing Element. The County continues to have problems with complying with the terms of the judgment from the court.

Dottie Russell: suggests the idea of a Q-Zone A with 4 units; Q-Zone B with 8 units; and a Q-Zone C with 16 units.

H-IM1. Housing Trust Fund. No changes

H-IM2. Pursue Funding for Housing Programs No changes

H-IM3. Provide Second Unit House Plans No changes

H-IM4. Internet Accessible Residential Land Inventory and Development Constraint Maps  
No changes

H-IM5. Encourage Efficiency Unit Construction correct language by striking "Uniform Building Code" and replace with "County Code".

H-IM5. Encourage Efficiency Unit Construction. The County shall consider adopting changes to the Uniform Building County Code to allow construction of efficiency units as small as 150 square feet in size consistent with the requirements of state and local law. Responsible Agency: Planning and Building Department. Timeframe: By April 30, 2018.

H-IM6. Internet-Based Permitting Software to increase Transparency of Permit Review Process  
No changes

H-IM7. Use of Surplus County-owned Property No changes

H-IM8. Retain Legal Non-Conforming Housing No changes

H-IM9. Facilitate Development of Sites in the Affordable Housing Land Inventory suggests inclusion of solar shading (applies only to parcel map subdivision); staff to rewrite with bullet points.

H-IM10. Tiered Environmental Review No changes

H-IM11. Distribution and Sharing of Publicly Available Fault Evaluation Reports No changes

H-IM12. Tsunami Hazard Areas No changes (guidelines from Humboldt Bay Area Plan)

H-IM13. Initiate Annexation of Multifamily Housing Sites No changes

H-IM14. Accounting for Unpermitted Development in the Land Inventory No changes

H-IM15. Monitoring Affordable Housing Development on Properties Rezoned to Multifamily. The County shall include in its Annual General Plan Progress Report prepared pursuant to §65400 of the Government Code a description of the development that has occurred on the properties rezoned to multifamily under H-IM17 and H-IM18 of the 2009 Housing Element. The County shall also include in the next 2019-2024 Housing Element Update an assessment of the effectiveness of the Affordable Multifamily Housing Land Inventory in meeting the County's housing needs for lower income households, and propose changes to that program as necessary to increase its effectiveness. Responsible Agency: Planning and Building Department. Timeframe: Annually.

Approved as revised.

H-IM16. Facilitate and Monitor The Martin Slough Interceptor (MSI) Project, and Implement Alternatives if the Project is Delayed or Canceled. The County shall facilitate and monitor the MSI project, and implement the traffic mitigation measures required in the Environmental Impact Report for that project. The County shall formally request an update to the official project schedule on an annual basis beginning in December, 2014. If new sewer hookups provided by the Phase II MSI project are unavailable by December 31, 2016 2015 to accommodate the residential inventory in the area, the County shall replace the loss of inventory on a one-for-one basis by rezoning qualified properties in other areas as needed to meet the proportional share of the RHNA for the MSI project area. Replacement of lots in the Affordable Housing Land Inventory shall meet all the criteria of the Affordable Housing Land Inventory. Rezoning shall be completed within one year of the date the County learns of the delay or cancellation. Responsible Agencies: Planning and Building Department, City of Eureka, Humboldt Community Services District. Timeframe: Facilitating and monitoring the MSI project – ongoing; Re-zoning shall be completed within one year of receipt of notification of project delay or cancellation.

Action: motion to accept revised language  
 Motion: Commissioner Ulansey  
 Second: Commissioner Levy  
 Ayes: Commissioner Ulansey, Bongio, Levy, Morris, Masten  
 Nays: Commissioner  
 Abstain: Commissioner  
 Absent: Commissioner Edmonds, McKenny  
 Decision: motion approved 5/0

H-IM17. Reduce Permit Requirements for Second Units (hold for revised language)

H-IM18. Encourage Energy and Water Conservation. The County shall support changes to the County's tax code to encourage new alternative energy systems, such as solar, wind and hydroelectric energy systems, and new water storage and conservation measures which limit intended to reduce surface water withdrawals from streams and creeks

during summer low flow periods. Responsible Agency: Planning and Building Department.  
Timeframe: By April 30, 2018.

- Action: motion to accept revised language
- Motion: Commissioner Ulansey
- Second: Commissioner Levy
- Ayes: Commissioner Ulansey, Bongio, Levy, Morris, Masten
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Edmonds, McKenny
- Decision: motion approved 5/0

H-IM19. Continued Implementation of Effective Policies from the Previous Housing Element. The County shall continue to implement the policies from the previous 2009 Housing Element labeled as "□" in §8.12.20 of the Housing Element Appendix. Responsible Agency: Planning and Building Department. Timeframe: on-going.

- Action: motion to accept revised language
- Motion: Commissioner Ulansey
- Second: Commissioner Levy
- Ayes: Commissioner Ulansey, Bongio, Levy, Morris, Masten
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Edmonds, McKenny
- Decision: motion approved 5/0

H-IM20.Consideration of Policies from the "Idea Bank" No changes

H-IM21.Ten-Year Plan to End Homelessness (hold for comments on monitoring reports)

H-IM22.Homeless Humboldt Housing and Homeless Coalition. The County shall support continuation of the Humboldt Housing and Homeless Coalition, or its equivalent, in order to guide policy development and implementation of programs that address the needs of the homeless population throughout the County. The County shall work cooperatively with cities to address the housing needs of the homeless population for the county as a whole. Responsible Agency: Health and Human Services & Planning and Building Department. Timeframe: on-going.

- Action: motion to accept with revised language
- Motion: Commissioner Levy
- Second: Commissioner Masten
- Ayes: Commissioner Ulansey, Bongio, Levy, Morris, Masten
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Edmonds, McKenny
- Decision: approved 5/0

H-IM23.Funding for the Multiple Assistance Center No changes

H-IM24.Housing Accessibility for the Disabled People with Disabilities. The County shall support housing access for persons with disabilities by fast-tracking reasonable accommodation requests consistent with the Americans With Disabilities Act, and prioritizing

housing rehabilitation funds to assist qualifying residents in removal of architectural barriers.  
 Responsible Agency: Planning and Building Department

- Action: motion to accept with revised language
- Motion: Commissioner Ulansey
- Second: Commissioner Levy
- Ayes: Commissioner Ulansey, Bongio, Levy, Morris, Masten
- Nays: Commissioner
- Abstain: Commissioner
- Absent: Commissioner Edmonds, McKenny
- Decision: approved 5/0

H-IM25.Housing Rehabilitation in Distressed Communities. The County shall periodically conduct housing condition surveys and prioritize housing rehabilitation funding and assistance to communities with high proportions of sub-standard housing. Responsible Agency: Planning and Building Department. Timeframe: on-going.

- Action: motion to accept with revised language to H-IM25
- Motion: Commissioner Ulansey
- Second: Commissioner Levy
- Ayes: Commissioner Ulansey, Bongio, Morris,
- Nays: Commissioner Masten, Levy
- Abstain: Commissioner
- Absent: Commissioner Edmonds, McKenny
- Decision: approved 3/2

ADJOURNMENT By order of the Chair the Housing element was continued to Thursday, April 10, 2014 at 6:00 pm.

NEXT MEETINGS			
April 10, 2014	6:00 pm	Special Meeting, Housing	
Element			
May 1, 2014	6:00 pm	Regular Permits Meeting	
June 5, 2014	6:00 pm	Regular Permits Meeting	



HUMBOLDT COUNTY PLANNING COMMISSION  
Board of Supervisors' Chambers  
County Courthouse  
825 Fifth Street Eureka CA 95501

SPECIAL MEETING DRAFT MINUTES

April 10, 2014

CALL TO ORDER / SALUTE TO FLAG Chair Morris called the meeting to order at 6:00 pm.

COMMISSIONERS PRESENT Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
COMMISSIONERS ABSENT Masten (excused)

STAFF PRESENT Kevin Hamblin, Director Planning and Building Department; Carolyn Ruth, Assistant County Counsel; Robert Wall, Supervising Planner; Michael Richardson, Senior Planner; Karynn Merkel, Clerk.

AGENDA MODIFICATIONS None

APPROVAL OF MINUTES

- March 18, 2014 Special Meeting Minutes
- March 20, 2014 Special Meeting Minutes
- March 25, 2014 Special Meeting Minutes
- April 1, 2014 Special Meeting Minutes
- April 3, 2014 Regular Permits Meeting Minutes
- April 8, 2014 Special Meeting Minutes

Action: Approve the March 18, 2014 minutes.  
 Motion: Commissioner Ulansey  
 Second: Commissioner Edmonds  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioner Masten  
 Decision: Motion carried 6/0.

Action: Approve the March 20, 2014 minutes.  
 Motion: Commissioner Edmonds  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners Levy  
 Absent: Commissioner Masten  
 Decision: Motion carried 5/0/1.

Action: Approve the March 25, 2014 minutes.  
 Motion: Commissioner Bongio  
 Second: Commissioner McKenny  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners

Abstain: Commissioners  
 Absent: Commissioner Masten  
 Decision: Motion carried 6/0.

Action: Approve the April 1, 2014 minutes.  
 Motion: Commissioner Edmonds  
 Second: Commissioner McKenny  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Masten, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioner Masten  
 Decision: Motion carried: 6/0.

#### PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Dottie Russell, Phillippsville. Concerned about implementation plans; reality is that people in Southern Humboldt are in tents, RVs, barns, just out in the cold. Our obligation is to provide shelter; make sure resources fairly distributed across county. Would like to see an implementation measure added that will provide nomadic campground or shelter until other housing, is in place.

#### CONTINUED PUBLIC HEARINGS

1. 2014 HUMBOLDT COUNTY DRAFT HOUSING ELEMENT Continue review of the 2014 Humboldt County Draft Housing Element; complete review of Implementation Measures.

Staff recommendation: Review the 2014 Humboldt County Draft Housing Element; open the public hearing; receive public comments; continue Commission deliberation; approve the resolution with recommendations to the Board of Supervisors on the 2014 Draft Humboldt County Housing Element.

Robert Wall, Supervising Planner, and Michael Richardson, Senior Planner, reviewed some changes and responded to questions from the Commission.

H-IM5: Change to County code can't be made mid-cycle; will have to wait till mid-2016

H-IM9: modified to make less unwieldy. Specifically calls out making exceptions to solar shading requirements as an incentive for construction of affordable multi-family housing. Gives planner leverage to suggest to applicant for subdivisions.

H-IM12: Drafted a handout that would provide at front counter in regard to tsunami hazard zones; how disclose those hazards. Standards for one or more units in tsunami-vulnerable areas, as approved by the California Coastal Commission (CCC).

H-IM21: 10-year plan for ending homelessness. Requirement of Department of Health and Human Services (DHHS) to continue homeless prevention programs; must be updated every 2 years to continue funding. Most recent in 2013; preparing for 2015 update. DHHS does "point in time count" as part of strategy; get really accurate count of how many homeless; where living; what services take advantage of; what still need.

H-IM36: Affordable Multifamily Housing Land Inventory. New implementation measure added.

#### Public Comment

Julie Williams, NCHB. In regard to H-IM9, her experience that requests for exceptions never approved. Cite section number of subdivision ordinance; state whether in existing ordinance or proposed for updated General Plan.

Tina Christiansen, Hydesville. Concerned that no one will sign off to approve housing in tsunami run-off zones; pull off the list.

Debbi Provolt. Requested clarity on whether Housing and Community Development (HCD) looks at the EIR when approving the Housing Element.

Jan Turner, Housing for All. Made three points: 1) Phase two of rezoning should have been completed in 2010, still not done. 2) Implementation dates on mobile home statute; county about to lose another mobile home park. 3) Concerned about minimum density, not just multi-family, may require new EIR. More sprawl into natural areas; more environmental impacts.

Jennifer Kalt, Policy Director for Humboldt Baykeeper. 1) Healthy Humboldt strongly supported incentives for second units years ago. Suggests the County reduce parking requirements; mimic what cities have done. Some other incentives being considered tonight would not increase affordable housing in county; would increase environmental impacts of those units in remote and rural areas, e.g., if driveways not shared with main house. Just because it's a second unit, it's not necessarily affordable. 2) Exempting solar shading: homeowners in town with minimum setbacks opposed to having two-story houses shading their houses and gardens. Has caused a lot of neighborhood opposition to second units. 3) Allowing principally-permitted second units in timberland production zones (TPZ) and agricultural (AE) zones, most of which are in floodplains or tsunami run-up zones, would cause a safety hazard. Water quantity requirements would cause potential environmental impacts: inconsistent with McKinleyville Community Plan.

Kermit Thobabep, Housing for All. Minimum units per lot rather than midpoint density remains serious issue in terms of affordability. If allowed to do minimum, housing will not be affordable. Much better to deviate from midpoint.

Greg Orsini, General Manager, McKinleyville Community Services District (MCSD). Perhaps follow what tribes do and install wastewater package plants around the state. Consider allowing small package treatment plants in rural areas. Have to do for more than one unit to make it pencil out; not economical for a single unit.

Bonnie McGregor, McKinleyville. Senior housing will be the biggest housing push in the next 37 years for very low and low-income housing. Might want larger units that include a continuum of care. Look at where transportation and facilities are.

Graham Russell, Miranda. Concerned about residential centers that are not HOZ, e.g. southern Humboldt. Big need for second units; almost only way get more housing. If make "conditionally permitted", have to get conditional use permit (CUP); may not be feasible to build; would nix potential development.

Carolyn Ruth, Assistant County Counsel: HCD does not review the EIR for compliance with CEQA; however, the County still cannot violate CEQA. Four current Housing Element lawsuits pending, two of which accuse the County of violating CEQA. Need to be able to certify the EIR or add an addendum when the Housing Element is complete.

Michael Richardson: asked Commission for authority to make changes to the technical background study, which is outside the Commission's review, but is part of the resolution the Commission will adopt. HCD is asking for changes to the technical document only, not changes to programs. Non-technical document exceptions: 1) farmworker housing; HCD cited a potential issue with the County's zoning ordinance, which may be out of line with state requirements. Commission would be involved in review of a set of ordinances, but the implementation measure would be imbedded in the Housing Element afterward. 2) may be units converting from subsidized state to market-rate state; government-funded construction of housing units expiring in timeframe of this Housing Element; County is required to help those displaced by conversion. Implementation measure that would involve program would go before Commission.

The Commission discussed with staff and Counsel the request to make changes to the technical background study, whether this would mean staff would make changes to policy, and whether additional implementation measures are needed.

Robert Wall: HCD's letter included a lot of language about clarification on technical matters. Staff believes they can comply with their list without making any policy decisions and stay consistent with code.

Jan Turner: Transitional changes were to be made in last the Housing Element. Looks like some of county codes have not been changed yet. Needs to be some kind of implementation measure to review county codes and take out everything that doesn't comply with SB2.

Commissioner McKenny: Much more to housing for farmworkers than something in the background. The Housing Element is being reviewed by the state because so many roadblocks are put up that make it difficult to build. Need to put Q-zone back into one of implementation measures.

H-IM27.Revised Length of Stay Limits for Recreational Vehicles. The County shall revise local regulations to remove the 6 month time limit for tenants residing in RV parks. time limits that limit the period of time a tenant may reside in a recreational vehicle within a Recreational Vehicle park as necessary to achieve consistency with State law and the visitor serving provisions of the Coastal Act. The County will maintain regulations that limit the period of time a person may stay in a County park or camping area pursuant to Health and Safety Code section 18865.4. Responsible Agency: Planning and Building Department. Timeframe: By January 1, 2018.

- Action: Accept language.
- Motion: Commissioner Edmonds
- Second: Commissioner Levy
- Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio
- Nays: Commissioners
- Abstain: Commissioners

Absent: Commissioners Masten  
Decision: Motion approved 6/0.

H-IM29.Procedures for Conversion of Mobilehome Parks and Recreational Vehicle Parks. The County shall amend County Code to adopt a mobilehome park conversion ordinance pursuant to Government Code §65863.7), and to require the same similar procedures acceptable to the Planning Commission for conversion of Recreational Vehicle Parks to other uses as conversion of mobilehome parks to other uses. Responsible Agency: Planning and Building Department. Timeframe: By January 1, 2018.

Action: Approve amended language.  
Motion: Commissioner Ulansey  
Second: Commissioner Levy  
Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Masten  
Decision: Motion approved 6/0.

H-IM30.Elder Housing Needs Assessment. The County shall facilitate an assessment of the housing needs of elders. Responsible Agency: Planning and Building Department, Health and Human Services Department, Senior Resource Center, Area I Agency on Aging. Timeframe: By January 1, 2018 2016.

Action: Accept as amended.  
Motion: Commissioner Ulansey  
Second: Commissioner Levy  
Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
Nays: Commissioners  
Abstain: Commissioners  
Absent: Commissioners Masten  
Decision: Motion approved 6/0.

H-IM33. Standards for Alternative Sewage and Wastewater Disposal Systems. Consistent with Regional Water Quality Control Board requirements, the Division of Environmental Health shall consider approval of gray water and other acceptable sewage treatment and disposal systems, including composting toilets, in areas where Alternative Owner Builder structures are allowed. Responsible Agency: Health and Human Services Department. Timeframe: By January 1, 2018 July 1, 2016.

H-IM32. "Safe Homes" Program to Increase Building Code Compliance. The County shall allow qualified unpermitted homes to become permitted through a "safe homes" program. Reduced or eliminated penalty fees for owners wishing to obtain permits for unpermitted homes shall be included as an incentive to bring the unpermitted units into compliance. Responsible Agency: Planning and Building Department. Timeframe: By January 1, 2018 July1, 2016.

The Commission discussed with staff the earliest possible implementation date, pegging that date to the required date for updating the county's ordinance; changing the dates for both IM32 and IM33 since the two are intertwined.

Action: Accept changes to H-IM33. Change date for H-IM32 and H-IM33; timeframe: July 1, 2016.  
 Motion: Commissioner McKenny  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 6/0.

H-IM35.Reduce Building Permit Application Fees. The Chief Building Official may reduce building permit and plan check fees by fifty percent (50%) or more as reflected in the adopted fee schedule for resubmittal of expired housing development applications for the same plan check-approved project within the same Building Code cycle. Responsible Agency: Planning and Building Department. Timeframe: on-going.

Action: Add to fifty percent (50%) "or more as reflected in the adopted fee schedule".  
 Motion: Commissioner Levy  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, Levy, Morris, Edmonds, Bongio  
 Nays: Commissioners McKenny  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 5/1.

H-IM36.Affordable Multifamily Housing Land Inventory. The County shall increase the inventory of lots suitable for affordable multifamily housing and allowed by right (no discretionary review is required), including any necessary rezonings to R-3: Residential Multiple Family or RM: Residential Multifamily, which can accommodate the housing need for extremely low, very low and low income households pursuant to Government Code Section 65583 (c) (1) (A). Responsible Agency: Planning and Building Department. Timeframe: Begin program by December 31, 2014 with completion by December 2016.

The Commission discussed with staff and counsel: considered whether the word "voluntary" should be included; whether the Q-zone overlay should be included; whether the county had ever rezoned without the property owner's consent (instead of at the owner's request).

Action: Adopt new measure as written.  
 Motion: Commissioner McKenny  
 Second: Commissioner Bongio  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 6/0.

H-S8X. Incentives for Second Units. Second residential units principally permitted in housing opportunity zones and conditionally permitted in other residential zones and TPZ and AE Zones, that do not exceed 50% of the square footage of the primary unit, or 800 square feet,

whichever is smaller shall be provided with one or more of the following incentives as detailed in the land use ordinance:

- Parking space requirements shall be reduced to a maximum of one space
- Second units may be located more than 30 feet from the primary residence as principally permitted
- Access to the second unit does not need to be subordinate to the primary unit access
- Exempted from County solar shading requirements

The Commission discussed this new standard with staff and counsel. One standard trying to do three things: Housing Opportunity Zones (HOZ), Timberland Production Zones (TPZ), and Agricultural Exclusive (AE). Staff suggests that maybe it should be broken up into more than one standard.

Commissioner Levy: shares concern about grey areas. Created new mechanism to designate new HOZs on an annual basis; allow environmental analysis of each zone as designated.

Carolyn Ruth: CUP addresses some of concerns about impact to neighborhood; noticing of neighbors; allows for tailoring of conditions.

Action: Make the following changes: strike "TPZ and AE zones"; add "and conditionally permitted in other residential zones". Strike last two bullets.

Motion: Commissioner McKenny

Second: Commissioner Levy

Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio

Nays: Commissioners

Abstain: Commissioners

Absent: Commissioners Masten

Decision: Motion approved 6/0.

H-IM36. Affordable Multifamily Housing Land Inventory. The County shall increase the inventory of lots suitable for up to 200 affordable multifamily housing and allowed by right (no discretionary review is required), including any necessary rezonings to R-3: Residential Multiple Family or RM: Residential Multifamily, which can accommodate the housing need for extremely low, very low and low income households pursuant to Government Code Section 65583 (c) (1) (A). This program will be on a voluntary basis and use the Q – Qualified zone to establish minimum density and other requirements. Responsible Agency: Planning and Building Department. Timeframe: Begin program by December 31, 2014 with completion by December 2016.

The Commission reviewed the language for H-IM36 and the number of quantifiable units; 200 units falls within the previous CEQA analysis, where we're capped.

Carolyn Ruth: The multi-family rezone process had its own EIR. If say will happen, presumably evaluated consequences.

Michael Richardson: pointed out that the County is bound by Government Code Section 65583. "Consider" is not a commitment, a key requirement of being able to say the County is not piece-mealing the environmental review.

Second vote on H-IM36:

Action: Add "up to 200" in first line and language that the program is on a voluntary basis.  
 Motion: Commissioner McKenny  
 Second: Commissioner Levy  
 Ayes: Commissioners Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners Ulansey  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 5/1.

H-IM37. Second Unit Pilot Program. The County shall increase the inventory of more affordable second units in the AE and TPZ zones by right as a pilot program (no discretionary review required) for smaller more affordable units described in H-S8X with the same incentives. Additional units by right may be added if the pilot program shows no adverse effect. Responsible Agency: Planning and Building Department. Timeframe June 2015.

Action: Accept text as displayed. Pilot program to give discretion to evaluate whether implementation measures need to be added at some future date.  
 Motion: Commissioner Edmonds  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, Levy, McKenny, Edmonds, Bongio  
 Nays: Commissioners Morris  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 5/1.

Second vote to address timeframe date:

Action: Accept timeframe of June 2015.  
 Motion: Commissioner Ulansey  
 Second: Commissioner Edmonds  
 Ayes: Commissioners Ulansey, Morris, Edmonds, Bongio  
 Nays: Commissioners Levy, McKenny  
 Abstain: Commissioners  
 Absent: Commissioners Masten  
 Decision: Motion approved 4/2.

H-IM38. Farmworker Housing. The county shall review the zoning ordinance to comply with the requirements of state law (Health and Safety Code 17021.5 and 17021.6). Responsible agency: Planning and Building Department. Timeframe: December, 2016.

Action: Adopt as written.  
 Motion: Commissioner McKenny  
 Second: Commissioner Ulansey  
 Ayes: Commissioners Ulansey, Levy, McKenny, Morris, Edmonds, Bongio  
 Nays: Commissioners  
 Abstain: Commissioners  
 Absent: Commissioners Masten



Decision: Motion approved 6/0.

H-IM39. At Risk Units. The county shall seek to preserve all assisted multi-family housing units at risk of being converted to market rate rental housing through establishing an early warning system and providing financial assistance when funding is available. Responsible agency: Planning and Building Department. Timeframe: December, 2016.

Action: Accept text as written.  
Motion: Commissioner Edmonds  
Second: Commissioner Ulansey  
Ayes: Commissioners Ulansey, Levy, McKenny, Edmonds, Bongio  
Nays: Commissioners Morris  
Abstain: Commissioners  
Absent: Commissioners Masten  
Decision: Motion approved 5/1.

H-S3. Calculation of the Target Density on a Parcel. The target residential density on each parcel in the residential land inventory outside of the affordable multifamily zone inventory for the current planning period shall be calculated by multiplying the applicable mid-point minimum Plan density by the net developable area determined during application processing. The net developable area shall be the total parcel area minus areas that cannot be physically developed due to mapped/shown hazards or environmental constraints known to have the potential to restrict development. Residential development potential on individual parcels may also be limited by infrastructure constraints identified in the Housing Element. Actual development potential on individual parcels is determined at the time of project application. Deviations between actual development potential identified at the time of project application and projected development potential identified in the residential land inventory shall be tracked and reported to the Board of Supervisors in comprehensive Housing Element updates. Vote 6-0 (3-25-14)

Action: Adopt H-S3 with the new wording: "outside of the affordable multifamily zone inventory".  
Motion: Commissioner McKenny  
Second: Commissioner Levy  
Ayes: Commissioners Levy, McKenny, Bongio  
Nays: Commissioners Ulansey, Morris, Edmonds  
Abstain: Commissioners  
Absent: Commissioners Masten  
Decision: Motion failed 3/3.

Re-vote because motion not clear to all commissioners:

Action: Adopt H-S3 with the new wording: "outside of the affordable multifamily zone inventory".  
Motion: Commissioner Edmonds  
Second: Commissioner Levy  
Ayes: Commissioners Levy, Edmonds, Bongio  
Nays: Commissioners Ulansey, McKenny Morris  
Abstain: Commissioners  
Absent: Commissioners Masten

Decision: Motion failed 3/3.

The Commission discussed maps and the extension of McKinleyville HOZs (add all McKinleyville Community Plan area) per request of McKinleyville CSD.

Consensus among the Commission to leave HOZs as they are in the appendix and move on the Housing Element resolution for recommendation to the Board.

Michael Richardson: reviewed the resolution with the Commission, and pointed out that Attachment J Includes MCSD's infrastructure changes.

- Action: Adopt the resolution insofar as updated through the final Housing Element special meeting; the Chair will sign for submission to the Board of Supervisors.
- Motion: Commissioner Edmonds
- Second: Commissioner Levy
- Ayes: Commissioners Ulansey, McKenny, Morris Edmonds, Bongio
- Nays: Commissioners Levy
- Abstain: Commissioners
- Absent: Commissioners Masten
- Decision: Motion approved 5/1.

ADJOURNMENT Chair Morris adjourned the meeting at 12:38 a.m.

NEXT MEETINGS

May 1, 2014	6:00 pm	Regular Permits Meeting
June 5, 2014	6:00 pm	Regular Permits Meeting
July 3, 2014	6:00 pm	Regular Permits Meeting