



CITY OF HUGHSON
PLANNING COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS
 7018 Pine Street, Hughson, CA

AGENDA

TUESDAY, NOVEMBER 17, 2015 – 6:00 P.M.

CALL TO ORDER: Chair Julie Ann Strain

ROLL CALL: Chair Julie Ann Strain
 Vice Chair Mark Fontana
 Commissioner Karen Minyard
 Commissioner Ken Sartain

Staff Present: Jaylen French, Community Development Director
 Monica Streeter, Deputy City Attorney

FLAG SALUTE: Chair Julie Ann Strain

RULES FOR ADDRESSING THE PLANNING COMMISSION

*Members of the audience who wish to address the Planning Commission are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.***

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the audience may address the Planning Commission on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the Agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. PRESENTATIONS: NONE.

3. NEW BUSINESS:

3.1: Approve the Minutes of the Regular Meeting of October 20, 2015.

4. PUBLIC HEARING TO CONSIDER THE FOLLOWING:

4.1: Consider Certification of the Negative Declaration and a Recommendation to the Hughson City Council to Amend the Hughson General Plan Pertaining to a Housing Element Update.

5. INFORMATION ITEMS:

5.1: National Flood Insurance Program.

5.2: Construction Projects Update.

6. CORRESPONDENCE: NONE.

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

UPCOMING EVENTS:

| | |
|----------------------------|--|
| November 21-22 | ▪ 20 th Century Arts & Crafts Fair, Hughson High School ,9am - 4pm |
| November 23 | ▪ City Council Meeting, City Hall Chambers, 7:00 p.m. |
| November 27-28 | ▪ Thanksgiving Holiday – City Hall Closed |
| December 5 | ▪ Christmas Festival Christmas Boutique 12pm - 7pm |
| December 5 | ▪ Christmas Festival 5:00pm – Parade, Tree Lighting Ceremony, Boutique, and Hot Cocoa & Cookies. |
| December 14 | ▪ City Council Meeting @ City Hall Chambers, 7:00 p.m. |
| December 15 | ▪ Planning Commission Meeting, City Hall Chambers, 6:00pm |
| December 24-25 | ▪ Christmas Holiday – City Hall Closed |
| Dec 24- Jan 3, 2016 | ▪ Winter Closure - City Hall Closed – Open on Monday, January 4, 2016 |

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

AFFIDAVIT OF POSTING

DATE: November 13, 2015 **TIME:** 5:00 pm
NAME: Dominique Spinale Romo **TITLE:** City Clerk

General Information: The Hughson Planning Commission meets in the Council Chambers on the *third Tuesday* of each month at 6:00 p.m., unless otherwise noticed.

Council Agendas: The Planning Commission Agenda are available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054



CITY OF HUGHSON
PLANNING COMMISSION MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

MINUTES
TUESDAY, OCTOBER 20, 2015 – 6:00 P.M.

CALL TO ORDER: Vice Chair Mark Fontana

ROLL CALL:

Present: Vice Chair Mark Fontana
Commissioner Karen Minyard
Commissioner Ken Sartain

Absent: Chair Julie Ann Strain

Staff Present: Jaylen French, Community Development Director
Monica Streeter, Deputy City Attorney

FLAG SALUTE: Vice Chair Fontana

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

No Public Comments.

2. PRESENTATIONS:

2.1: Summary of Stanislaus County Homelessness Summit.

Director French discussed with the Planning Commission his attendance at the Stanislaus County Homelessness Summit.

2.2: Summary of Planning Commissioners Workshop.

Director French discussed with the Planning Commission his attendance at the Planning Commission Workshop.

Any documents produced by the City and distributed to a majority of the Planning Commission regarding any item on this Agenda will be made available at the City Clerk's counter at City Hall located at 7018 Pine Street, Hughson, CA.

3. NEW BUSINESS:

3.1: Approve the Minutes of the Regular Meeting of September 15, 2015.

SARTAIN/FONTANA 3-0 (STRAIN – ABSENT) motion passes to approve the Minutes of the regular meeting of September 15, 2015.

3.2: Code Enforcement Year In Review

Director French presented the staff report on this item. He presented a PowerPoint on the 2014/2015 Code Enforcement activities, as well as reviewed the city’s code enforcement priorities for the upcoming year.

Director French also announced to Planning Commission that the City’s current Code Enforcement Officer’s (Stefanie Voortman) last day with the City of Hughson was October 1. The City will be looking into various options for recruiting a new Code Enforcement Officer.

3.3: Introduce Development Impact Fee Update for Redevelopment and Infill Development

Director French presented the staff report on this item, as well as answered the Commission’s questions.

4. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

5. INFORMATION ITEMS:

Director French updated Commission on the Dollar General construction and advised that it should be completed mid-December and open to the public in January.

He also advised that the City’s contract City Engineer, Peter Rei, will analyze the road next to 4th Street, in an effort to clean up the walk way area.

Director French also provided an update on the Tully Road Construction Project. PG&E has estimated it will take approximately nine months to repair the broken vaults.

6. CORRESPONDENCE: NONE.

ADJOURNMENT:

Vice Chair Fontana adjourned this meeting at 7:07 P.M.

JULIE STRAIN, Chair

DOMINIQUE SPINALE ROMO, City Clerk



**PLANNING COMMISSION
AGENDA ITEM NO. 4.1
SECTION 4: PUBLIC HEARING**

Meeting Date: November 17, 2015
Presented By: Jaylen French, Community Development Director
Subject: Public Hearing to Recommend that the Hughson City Council Adopt the Housing Element and Associated Negative Declaration and Amend the Hughson General Plan to Incorporate the 2015 Housing Element
Enclosures: Resolution No. PC 2015-07

Staff Recommendation:

Recommend that the Hughson City Council adopt the Housing Element and associated Negative Declaration by Resolution and amend the Hughson General Plan to incorporate the 2015 Housing Element Update.

Background and Overview:

According to the State of California, the availability of housing is of vital statewide importance, and the provision of decent housing and a suitable living environment for every Californian, is a priority of the highest order. State law recognizes the vital role local governments play in the supply and affordability of housing. Each local government is required to adopt a comprehensive, long-term general plan for the physical development of the jurisdiction that includes a housing element to address local housing needs.

A housing element is one of the seven mandated elements of the local general plan. Housing element law, enacted in 1969, mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in the State rests largely upon the effective implementation of local general plans and, in particular, local housing elements.

State housing element law assigns the responsibility for preparing a Regional Housing Need Assessment (RHNA) for the Stanislaus County region to the Stanislaus Council of Governments (StanCOG). The RHNA process begins with

the RHNA Determination issued by the State Department of Housing and Community Development (HCD), which identifies each region's housing 'need'. The Determination is then allocated to each local agency by StanCOG through an established methodology. This is known as the RHNA Allocation. According to the Final Regional Housing Needs Plan (RHNP) for Stanislaus County, 2014-2023, the City of Hughson's share of the total region's allocation is 218 housing units.

The City of Hughson is required to adopt and submit a Housing Element to HCD for review and certification by December 31, 2015. The Housing Element, which covers the planning period between December 31, 2015 and December 31, 2023, must show how the City of Hughson will accommodate the region's RHNA Allocation.

At the October 13, 2014, Hughson City Council meeting, the Council directed staff to release a request for proposal (RFP) to retain a consultant to assist in updating the Housing Element. City staff then interviewed and selected a qualified consultant for the preparation of the Housing Element. Ultimately, the firm Mintier Harnish was selected.

Discussion:

The project encompasses adoption of a comprehensive update to the City of Hughson Housing Element for the eight-year planning period from 2015 through 2023. The Housing Element was last adopted in 2009. The Housing Element is one of seven required elements of the General Plan; however, the Housing Element has several unique requirements that set it apart from the other six General Plan elements. State law (Government Code Sections 65580 et seq.) specifies in detail the topics that the Housing Element must address and sets a schedule for regular updates (currently every eight years). The Housing Element is also the only element reviewed and certified by the State for compliance with State law. The California Department of Housing and Community Development (HCD) is the State agency responsible for this certification.

The purpose of the Housing Element is to identify the community's housing needs, to state the community's goals and objectives with regard to housing production, rehabilitation, and conservation to meet those needs, and to define the policies and programs that the community will implement to achieve the stated goals and objectives. The proposed 2015 Housing Element Update consists of two parts: a Background Report (Executive Summary, Introduction, and Sections I through IV) and a Policy Document (Section V). The Background Report identifies the nature and extent of the City's housing needs, which in turn provides the basis for the City's response to those needs in the Policy Document. The Background Report also presents information on the community setting in order to provide a better understanding of its housing needs.

This City of Hughson 2015 Housing Element Update builds on the policies and programs of the 2009 Housing Element.

Over the last year, City staff in coordination with Mintier Harnish, has prepared a draft Housing Element which was submitted to HCD on July 27, 2015. HCD

provided a conditional letter of approval on September 25, 2015. An associated Initial Study and Negative Declaration (IS/ND)—the environmental assessment of the proposed project (Housing Element update)—was also prepared per California Environmental Quality Act (CEQA) law. Both documents were made available for public review for 30 days starting on September 30, 2015.

This item is to seek a Hughson Planning Commission recommendation to the City Council to adopt the Housing Element and associated Negative Declaration and amend the Hughson General Plan to incorporate the updated Housing Element. Upon Council adoption of the Housing Element, City staff will submit the Housing Element to HCD for final certification.

Regional Housing Needs Assessment

Each jurisdiction in California is required to plan for its fair share of the region's housing need. This fair share is determined through a process called the Regional Housing Needs Allocation (RHNA). The California Department of Housing and Community Development (HCD) identify the total housing need for each region of the State. Regional Councils of Government (e.g., StanCOG for the Stanislaus County region) are responsible for distributing this need to local governments in the region. Once a local government has received its share of the RHNA, it must revise its Housing Element to show how it plans to accommodate its portion of the region's housing need. The StanCOG Board adopted the 2014-2023 Regional Housing Needs Plan on June 18, 2014.

As shown in the table below, StanCOG allocated the City of Hughson a total RHNA of 218 housing units for the period from January 1, 2014, through September 30, 2023. The allocation is equivalent to a yearly need of approximately 24 housing units. Of the 218 housing units, 125 units are to be affordable to moderate-income households and below, including 27 very low-income units, 34 low-income units, and 38 moderate-income units.

HUGHSON REGIONAL HOUSING NEEDS ALLOCATION

**City of Hughson
2014–2023**

| Income Category | 2014–2023 RHNA | Percent of Total |
|------------------------|---------------------------|-------------------------|
| Extremely Low Income | 26 | 11.9% |
| Very Low Income | 27 | 12.4% |
| Low Income | 34 | 15.6% |
| Moderate Income | 38 | 17.4% |
| Above Moderate Income | 93 | 42.7% |
| Total | 218 | 100% |

Source: StanCOG RHNA Plan, 2014.

Public Review

As set forth in Section 65583 of the Government Code, local governments are required to make a diligent effort to achieve public participation of all segments of the community in developing a Housing Element. As such, as part of the Housing Element update process the City implemented the State's public participation requirements.

On April 2, 2015, the City held a Community Workshop on the Housing Element Update to solicit input on the housing issues, priorities and needs in the community. The City invited the general public as well as key stakeholders who are involved in housing matters or organizations that deal with housing in one form or another. The purpose of the workshop was to provide an overview of the update process and to identify needs and potential solutions. This information helped develop the Housing Policies in the Housing Element document. A summary of the results is provided below.

Major Housing Issues

- General lack of affordable housing for low-income residents.
- Elderly accessibility. Housing units do not have features that seniors and the elderly increasing need in order to age in place (e.g., ramps).
- Aging housing stock. The city's housing stock is aging and it is beginning to affect safety and security. Older housing is not being kept up and there are a lot of code violations.
- Maintenance. Apartments have been successful, but maintenance is a challenge. Mobile-home parks are in disrepair and have poor infrastructure.
- Overcrowding in ownership and rental housing units.
- Out-of-town landlords. Out of town landlords do not adequately maintain or invest in their properties. In some cases they contribute to overcrowding by renting units to multiple families.
- Divided city. North of Fox Road includes Hughson's newer homes and higher-income residents; South of Fox Road is mostly older homes with lower income residents. There is also a cultural difference.
- Cost of living for lower-income residents. Goods and services are more expensive in Hughson. For lower-income residents and seniors who can't easily travel, it costs more for goods and services. Higher-income residents are able to shop in Modesto and Turlock where discount products are available.
- Limited access to health/medical facilities and services for lower-income residents. There are limited health/medical facilities in Hughson. For lower-income residents and seniors who cannot easily travel, it is difficult to access health/medical services.

Solutions to Major Housing Issues

- Build sense of community, ownership, pride. Partner with churches, non-governmental organizations (NGOs), and civic groups to foster relationships that can be used to address aging housing and maintenance issues. Could be organized and implemented through a five-year plan.
- Leverage local improvements and investments as a tool to get out-of-town landlords to maintain and improve their properties (e.g., match-improvements program).
- Partner with Samaritan Village to pursue grants to meet senior affordability needs. Expand Samaritan Village to provide additional affordable housing for seniors.
- Continue active code enforcement and working with residents to address housing maintenance issues (e.g., code violations) and overcrowding. A part-time code enforcement officer is now addressing issues to not only remove bad examples and thus eliminate the attitude that it is allowed, but also to increase community aesthetics/pride.
- Enhance communication with residents and homeowners to address housing issues. The City could provide a booth with housing resources at community events.
- Pursue economic development initiatives so that residents can get better paying jobs and afford better housing and so that the City can help reduce Hughson's high unemployment rate.

On July 13, 2015, City staff and Consultants also conducted a Joint Study Session with the Planning Commission and City Council for review of the draft Housing Element update before it was submitted to HCD on July 27, 2015, for the 60-day review period.

HCD Review

In September 2015 HCD submitted informal comments to the City. City staff and Mintier Harnish responded to the comments by making revisions to the Housing Element on September 15, 2015, and September 24, 2015. HCD confirmed, in a conditional approval letter sent on September 25, 2015, that the Draft Housing Element, with the revisions, meets the statutory requirements of State housing element law. The letter states that barring significant changes to the Draft Housing Element, HCD will certify the document following approval by the City Council. In summary, HCD's comments resulted in the following revisions to the Public Review Draft Housing Element.

- Additional information on maintaining consistency between the Housing Element and other elements of the General Plan (pg. 11).
- Additional information on how the City publicized the Housing Element Update and gathered public input (pg. 11).

- Clarification on the number of farmworkers and farmworker housing in Stanislaus County and Hughson (pg. 55-56).
- Clarification on the City's Zoning requirements for areas zoned agriculture (pg. 56).
- Updated information on the City's compliance with State law regarding emergency shelters (pg. 91).
- Updated information on the City's requirements for transitional and supportive housing (pg. 94).
- Additional information on City development fees (pg. 95 and 97).
- Clarification on the City's Farmland Preservation Program (pg. 100).
- Additional information on the City's infrastructure availability (pg. 105).
- Clarification of Actions H-2.1, H-2.4, and H-5.6 to include extremely low-income housing (pg. 112, 113, and 116).
- Revision of Action H-2.5 to commit the City to providing incentives to developers of low-income housing (pg. 113)
- New Action committing the City to pursue opportunities for housing rehabilitation (Action H-5.7) (pg. 114).
- Clarification on the timing for implementing Action H-5.2 (pg. 115)
- Clarification of Action H-5.7 regarding zoning amendments to allow employee housing (e.g., farmworker housing) in all zones that allow residential development (pg. 116).
- New Actions committing the City to pursue funding for supportive housing for persons with disabilities (Action H-5.8) and farmworker housing (H-5.9) (pg. 116 and 117).
- New Action committing the City to distribute information about weatherization programs (Action H-6.5) (pg. 118).
- Clarification of the number of housing units the City anticipates being developed based on the goals, policies, and programs in the Housing Element (pg. 120)
- Updates to the existing Housing Element evaluation.

Policy/Rule

Under State planning law (Government Code Sections 65300 et seq.), each city must adopt a comprehensive, long term General Plan for the physical development of the city. The general plan must include seven mandated elements, one of which is the Housing Element. The Housing Element is subject to review and certification by the California Department of Housing and Community Development pursuant to Government Code Section 65585.

The adoption due date for the 2014-2023 Housing Element is December 31, 2015. State law includes a penalty that requires jurisdictions that fail to adopt their housing elements within 120 days of the due date (i.e., April 30, 2015) to update the Housing Element every four years instead of eight years.

Environmental Analysis

An Initial Study and Negative Declaration have been prepared for the General Plan Amendment through adoption of the 2015 Housing Element Update in accordance with the requirements of the California Environment Quality Act.

**CITY OF HUGHSON
PLANNING COMMISSION
RESOLUTION NO. PC 2015-07**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HUGHSON
RECOMMENDING CITY COUNCIL ADOPTION OF THE 2015 HOUSING ELEMENT
AND ASSOCIATED NEGATIVE DECLARATION AND AMEND THE HUGHSON
GENERAL PLAN TO INCORPORATE THE 2015 HOUSING ELEMENT**

WHEREAS, housing element law, enacted in 1969, mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in the State rests largely upon the effective implementation of local general plans and, in particular, local housing elements; and

WHEREAS, the Housing Element is one of seven required elements of the General Plan; however, the Housing Element has several unique requirements that set it apart from the other six General Plan elements. State law (Government Code Sections 65580 et seq.) specifies in detail the topics that the Housing Element must address and sets a schedule for regular updates (currently every eight years). The Housing Element is also the only element reviewed and certified by the State for compliance with State law. The California Department of Housing and Community Development (HCD) is the State agency responsible for this certification; and

WHEREAS, the City of Hughson is required to adopt and submit a Housing Element to the State Department of Housing and Community Development (HCD) for review and certification by December 31, 2015. The Housing Element, which covers the planning period between December 31, 2015 and December 31, 2023, must show how the City of Hughson will accommodate the region's Regional Housing Needs Assessment (RHNA) Allocation; and

WHEREAS, according to the Final Regional Housing Needs Plan (RHNP) for Stanislaus County, 2014-2023, the City of Hughson's share of the total region's allocation is 218 housing units; and

WHEREAS, the City submitted a Draft 2015 Housing Element to HCD for a 60-day review period on July 27, 2015; and

WHEREAS, in September 2015, HCD submitted informal comments to the City. City staff and its consultant, Mintier Harnish responded to the comments by making revisions to the Housing Element on September 15, 2015, and September 24, 2015. HCD confirmed, in a conditional approval letter sent on September 25, 2015, that the Draft Housing Element, with the revisions, meets the statutory requirements of State housing element law. The letter states that barring significant changes to the Draft Housing Element, HCD will certify the document following approval by the City Council; and

WHEREAS, an Initial Study and Negative Declaration have been prepared for the General Plan Amendment through adoption of the 2015 Housing Element Update in accordance with the requirements of the California Environment Quality Act; and

WHEREAS, the City of Hughson 2015 Housing Element and the associated Initial Study/Negative Declaration were made available for public review and comment for 30 days starting on September 30, 2015; and

WHEREAS, the Planning Commission has determined that the proposed revisions to the Housing Element are in general conformance with the Hughson General Plan; and

WHEREAS, proper notice of this public hearing was given in all respects as required by law; and

WHEREAS, the Planning Commission has reviewed all written evidence and oral testimony presented to date.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Hughson, does hereby recommend City Council adoption of the 2015 Housing Element and associated Negative Declaration and amendment of the Hughson General Plan to incorporate the 2015 Housing.

PASSED AND ADOPTED by the Planning Commission of the City of Hughson at its regularly scheduled meeting on this 17th day of November 2015 by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

JULIE STRAIN, Chair

ATTEST:

DOMINIQUE SPINALE ROMO, City Clerk