

AGENDA
YREKA PLANNING COMMISSION
Yreka City Council Chamber – 701 Fourth Street, Yreka, Ca.
March 16, 2016 at 6:30 P.M.

Call to Order

Pledge of allegiance

Conflict of Interest Declaration – Planning Commissioners

PUBLIC COMMENTS: This is the time for public comments. Commissioners may ask questions but may take no action during the public comment section of the meeting, except to direct staff to prepare a report or place an item on a future agenda. If you are here to make comments on a specific agenda item, please speak at that time. If not, this is the time. Please limit your remarks to 5 minutes.

SPEAKERS: Please state your name and mailing address so that City Staff can respond to you in regard to your comments, or provide you with information, if appropriate. You are not required to state your name and address if you do not desire to do so.

1. Consent Calendar - Discussion/Possible Action – All matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Planning Commission wishes to remove an item for discussion or a member of the audience wishes to comment on an item. The City Manager recommends approval of the following consent calendar items:
 - a. Approval of Minutes of the meeting held February 17, 2016.
 - b. Acknowledge receipt of General Plan Housing Element 2015 Annual Report.

City Manager Report

Commissioner's Statements and Comments

Adjournment

Decisions of the Planning Commission may be appealed to the City Council by filing a written notice of appeal within 10 calendar days of the decision. Appeal must be submitted to the City Clerk's office together with the appeal fee of \$150.00 plus publication fee if required.

If you challenge any action taken pursuant to the California Environmental Quality Act, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Department at, or prior to, the public hearing. (Public Resources Code Section 21177)

All documents produced by the City which are related to an open session agenda item and distributed to the Planning Commission are made available for public inspection in the City Clerk's office during normal business hours.

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the City Clerk 48 hours prior to the meeting at (530) 841-2324 or by notifying the Clerk at casson@ci.yreka.ca.us.

NOTICE CONCERNING YOUR LEGAL RIGHTS: If you object to a decision by the City Council/Planning Commission to approve or deny a use permit or variance for a project the following requirements and restrictions apply: 1) No lawsuit challenging a City decision to deny (Code Civ. Proc. §1094.6(b)) or approve (Gov. Code 65009(c)(5)) a use permit or variance may be filed more than 90 days after the date the Notice of Decision of the action of the City Council is mailed. Any lawsuit not filed within that 90-day period will be barred. 2) In any lawsuit that may be filed against a City Council decision to approve or deny a use permit or variance, the issues and evidence will be limited to those raised by you or someone else, orally or in writing, at a public hearing or prior to the close of the last public hearing on the project.

MINUTES OF THE REGULAR MEETING OF THE
YREKA PLANNING COMMISSION HELD
ON THE 17th OF FEBRUARY 2016

On the 17th of February 2016 at 6:30 p.m., the Planning Commission of the City of Yreka met in the City Council Chamber in said City in regular session. The meeting was called to order by Chair Osborn and present were:

Commissioners: Duane Kegg, Diane Knitter, Steve Leal, Paul McCoy, Barry Ohlund, Matt Osborn and Richard Rolzinski.

PUBLIC COMMENTS:

Consent Calendar –Chair Osborn announced that all matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Planning Commission wishes to remove an item for discussion or a member of the audience wishes to comment on an item:

- a. Approval of Minutes of the regular meeting held on January 20, 2016.
- b. Approval of an application for a permit to discharge firearms under Section 9.06.040 of the Yreka Municipal Code. Applicant, Joseph Allison, Event Coordinator, Reenactors of the American Civil War, Inc. Date May 20-22, 2016.
Location – South of Westside Road.

Following Commission discussion, Commissioner Ohlund moved to approve the items on the consent calendar as submitted.

Commissioner McCoy seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, Leal, Ohlund, Osborn, and Rolzinski.

Chair Osborn thereupon declared the motion carried.

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Conditional Use Permit for construction establishment and operation of a fuel storage yard facility with two 30,000-gallon bulk propane storage tanks. Property Location – 1420 Mill Road, Yreka, California,

The Planning Commission reviewed Resolution No. PC 2016-6 Consideration of proposed categorical exemption and Conditional Use Permit for the construction, establishment and operation of a fuel storage yard facility with two 30,000-gallon bulk propane storage tanks.
Property Location – 1420 Mill Road, Yreka, California, M-1 (Light Industrial) Zone & GC (General Commercial) General Plan Designation. Assessor's Parcel Number 062-051-500.

Assistant City Manager Liz Casson presented commissioners with staff report and the following background. The City has received an application for a Conditional Use Permit for the construction, establishment and operation of a fuel storage yard with two (2) 30,000-gallon propane storage tanks on a vacant lot approximately 0.92 acres at 1420 Mill Road. A Conditional Use Permit is required in the M-1, Light Industrial zoning district to allow light industrial uses which may be objectionable by reason of noise, smoke, odor, dust, noxious gases, glare, heat, fire hazard, traffic, vibration, storage or handling of explosives or other dangerous material, or other nuisance factors. As a result of the potential use characteristics of the proposed project, staff has determined that a Conditional Use Permit is necessary for the proposed project.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on January 28, 2016 and a Notice of Public Hearing was published in the Siskiyou Daily News on February 2, 2016.

A Notice of Exemption has been prepared for the project. The proposed use is compatible with applicable General Plan and Zoning designations, is located in a developed industrial area, has no value as habitat for endangered, rare, or threatened species as it is adjacent commercial and industrial zoning, and will result in no significant effects related to traffic, noise, air quality, or water quality. No other special circumstances exist that would create a reasonable possibility that the proposed project will have a significant adverse effect on the environment.

City staff recommends approval subject to the proposed findings and conditions of approval, which includes a determination that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15332 In fill Development of the CEQA Guidelines.

Public Hearing – This being the time and date set for the public hearing, Chair Osborn opened the hearing to the audience.

Applicants for Campora Propane was present to answer commissioners questions along with Contractor Rick Bettis. Rick Bettis explained to the commissioners that inspections will be made by the City of Yreka's Building Department Official along with required inspections from the State of California.

There being no more statements or comments received, Chair Osborn closed the public hearing and discussion was opened to the Commission.

Following Commission discussion, Commissioner McCoy moved to make the finding that the proposed project is categorically exempt from further environmental review pursuant to California Environmental Quality Act (CEQA) Section 15332 of the CEQA Guidelines and adopt the Notice of Exemption.

Commissioner Kegg seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, Leal, McCoy, Ohlund, Osborn and Rolzinski.

Chair Osborn thereupon declared the motion carried.

Commissioner McCoy moved to adopt Planning Commission Resolution #PC 2016-06 making the findings and subject to the Conditions of Approval and approve Conditional Use Permit 2016-9, to allow for the construction of a fuel storage yard located at 1420 Mill Road, Yreka, California (APN 062-051-500):

1. The proposal will not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the vicinity of the proposed use.

The proposal to construct, establish and operate a fuel storage yard facility with two 30,000 gallon propane storage tanks and one (1) 144 square foot storage building would not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the vicinity. Implementation of the project would not generate significant noise, and lighting would utilize cut-off or hooded fixtures to prevent glare on adjacent properties. The proposed use of the site is consistent with the intent of the General Plan designation and zone district. As such, the project will not be detrimental to the health, safety or general welfare of persons residing or working in the neighborhood.

2. The use is compatible with the policies and objectives of the zoning ordinance for the M-1, light industrial zone. The use is consistent with the existing uses of the surrounding area and is consistent with the City of Yreka General Plan.

3. The project meets the requirements for an Exemption from further review under the provisions of the California Environmental Quality Act pursuant to Section 15332, In-fill Development Projects, of the California Public Resources Code:

- The project is an allowable use pursuant to the City of Yreka General Plan and Zoning Ordinance.
- The proposed development occurs within the city limits on a project site of approximately 0.92 acres substantially surrounded by urban uses.
- The project site has no known value as habitat for endangered, rare or threatened species.
- The project is located on Mill Road, which is considered a Collector Street, designed to carry moderately heavy traffic volumes. The proposed project is not anticipated to create significant additional traffic or result in significant effects relating to noise, air quality, or water quality.
- The site can be adequately served by all required utilities and public services.

Conditions of Approval:

The Permit approving the site and landscape plan for a fuel storage yard facility with two 30,000 gallon propane storage tanks for the property located at 1420 Mill Road., Assessor's Parcel No. 062-051-500 is subject to full compliance with the following conditions:

1. All conditions hereinafter set forth shall be complied with by the Permittee prior to issuance of a certificate of occupancy. The premises shall not be occupied or opened to the public until all conditions hereinafter set forth have been complied with by the Permittee.
2. Permittee shall comply with all elements of the project application including site and landscape plans as approved.
3. Minor changes may be approved by the City Manager, or his designee, upon receipt of a substantiated written request by the applicant, or their respected designee, with all required fees. Prior to such approval, verification shall be made by each Department that the modification is consistent with the application, fees paid, and environmental determination as conditionally approved. Changes deemed to be major or significant in nature shall require an application for amendment for approval by the City of Yreka with all applicable fees paid by the applicant.
4. Site development and grading shall be designed to provide access to all entrances and exterior ground-floor exits and to normal paths of travel and shall incorporate pedestrian ramps, curb ramps, etc. Access shall be provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger-loading zones if provided, and public streets or sidewalks. When more than 1 building or facility is located on a site, accessible routes of travel shall be provided between buildings and accessible site facilities, accessible element, and accessible spaces that are on the same site. The accessible route of travel shall be the most practical direct route between accessible building entrances, accessible site facilities, and the accessible entrance to the site.
5. Sewer lines, waterlines, electric-service facilities, and other utilities; drainage facilities; necessary electric- and public-service easements; and street dedications are to be provided in accordance with the Yreka Municipal Code and as specified by the Engineering Division.
6. New utilities within the project, including, but not limited to, electric, cable television, and phone, shall be installed underground.
7. All commercial developments shall have backflow prevention devices on domestic and fire services as required by the City of Yreka Construction Standards.
8. On-site and street-side fire hydrants are to be installed in accordance with the California Fire Code in locations approved by the City Fire Marshal. Fire hydrants shall have a fire flow

meeting Appendix III-B of the California Fire Code. In no case shall the water mains be less than 6 inches in diameter. If a hydrant is located on private property, adequate access shall be provided to and around the hydrant as determined by the Fire Marshal.

9. Storm-drain facilities shall be designed consistent with the requirements of City Construction Standards. Project design shall incorporate Best Management Practices (BMPs) to minimize the polluting of storm water, both during construction and long-term. Should the maintenance costs of the long-term pollution control measures exceed typical storm-drain-system costs, such costs shall be borne by the project by way of a landscape maintenance district, escrow account, or other such financing mechanism.

10. Prior to improvement-plan approval, the developer must obtain approval for proper management of storm water peak flows in accordance with Technical Memorandum Storm drain system design & Evaluation Criteria for City of Yreka, dated July 14, 2006 and the specifications of the City Engineer. Such measures shall address impacts from the 10-, 25-, and 100-year-storm events. Projects shall address peak flows to maintain predevelopment levels at all locations downstream of the project. A drainage report shall be prepared to the format outlined by the Engineering Division, stamped and signed by a qualified engineer, and provided to the Engineering Division with submittal of project improvement plans.

11. Permittee shall obtain approval of all required public improvements through the Department of Public Works and its encroachment permit process for construction of and/or connection to any City sewer, water, or storm drain. Plans prepared by a registered civil engineer may be required for the Department of Public Works, in addition to the plans prepared for the Building Department, for any public infrastructure improvements that need to be constructed. Site plan approval does not include approval of any public improvements.

12. An encroachment permit shall be obtained prior to any work, including curb, gutter, sidewalk, and driveway approach, in the public right-of-way, or affecting public improvements.

13. Permittee shall submit a grading plan for review and approval prior to construction or any on-site grading. The plans for public improvements and for grading are to be submitted to and approved by the Department of Public Works and the Building Official, respectively.

14. Permittee shall submit a stormwater detention analysis and drainage plan for review and approval by Director of Public Works and Building Official Works prior to start of construction or any on site grading specifically related to the needs of the proposed project. Onsite detention or storm drain extension may be required. Low Impact Development (LID) techniques and facilities shall be used to the maximum extent possible. A Storm Water Pollution & Prevention Plan (SWPPP) may be required to comply with California State Law.

15. The site and landscape plans submitted by Campora Propane and approved by the City shall not be deviated from unless prior written approval is secured. Landscaping must comply with

the standards established in YMC Section 16.52.030.

16. Landscaping shall be installed in accordance with the landscape plan submitted and approved by the Planning Commission, and shall be completed prior to issuance of a certificate of occupancy or until security is posted in the amount of one hundred fifty percent (150%) to cover the costs of the unfinished work.

17. The installation and maintenance of the landscaping shall be per the approved Landscape plan. As necessary, replacement of landscaping is required to match the approved plan. Water efficient irrigation systems shall be installed for the landscaping in accordance with Yreka Municipal Code Section 16.52.030 (E).

18. Permittee shall obtain a building permit and shall pay the necessary fees including Utility Services, Impact and Connection fees prior to starting construction. Public infrastructure improvements such as curb, gutter, sidewalk, streetlights, curb ramps, driveway approaches and asphalt concrete street pavement may be required upon issuance of a building permit in accordance with Yreka Municipal Code Section 11.24.030. If such improvements already exist, damaged public improvements shall be repaired and/or replaced to restore the improvements to a condition satisfactory to the Director of Public Works in accordance with Yreka Municipal Code Section 11.24.030.

19. Exterior lighting shall be directed inward to reduce off-site light impacts. Exterior lighting shall be limited to a maximum off-site light escape of one-foot candle at the property line.

20. Exterior Mechanical equipment and/or HVAC units must be screened. Trash enclosure must contain opaque gates to screen visibility of the trash dumpster.

21. Permittee shall comply at all times with the zoning district regulations for the *M1 Light Industrial zone* as set forth in section 16.40 of the Yreka Municipal Code.

22. Permittee shall secure a Certificate of Occupancy and approval of the Building Official and Fire Marshal that proposed storage structure meets building standards and the fire regulations of the Uniform Building and Fire Codes prior to use.

23. Permittee shall comply with Yreka Municipal Code Section 11.01.075 - It shall be the responsibility of anyone engaging in construction or demolition work to restrict the hours of work activity on the site as follows: No construction equipment shall be operated nor any outdoor construction or repair work shall be permitted within five hundred feet from any occupied residence except during the hours of seven a.m. to seven p.m., Monday through Saturday, and eight a.m. to five p.m., on Sunday. Interior work which would not create noise or disturbance noticeable to a reasonable person of normal sensitivity in the surrounding neighborhood shall

not be subject to these restrictions.

24. All grading and construction work on the project site shall incorporate the following debris and dust control measures:

- The project shall apply for and receive approval of all necessary permits from the Siskiyou County Air Pollution Control District.
- If visible soil material is carried onto adjacent public streets, such streets will be cleaned of the debris.

25. Permittee shall obtain a Sign Permit from the Planning Department prior to placing signs on the premises.

26. The storage of hazardous materials exceeding 55 gallons of a liquid, 500 pounds of a solid, and/or 200 cubic feet of a compressed gas requires the submittal of a hazardous Materials Business Plan (HMBP). A facility which stores hazardous materials in excess of these minimum quantities noted or which generates hazardous waste is subject to periodic inspections, an annual fee and all applicable laws and regulations in regards to the storage of hazardous materials or the generation of hazardous waste. The business is required to submit to the Siskiyou County Community Development Department for review and approval a HMBP prior to the import and storage of hazardous materials on site and associated with this operation.

27. The approved site plan shall expire and the City may set hearings and take action to terminate if not used within one (1) year from the date of approval unless, prior to the expiration of one year, a building permit is issued and construction is commenced. Approval may be extended upon written application to the Planning Commission before expiration of the first approval.

28. The applicant shall submit a signed copy of the Conditions of Approval to the City of Yreka Planning Division.

29. Applicant shall within one business day of initial project approval, submit to the Planning Department a check payable to the Siskiyou County Clerks Office in the amount of \$50.00 (or fee as may be modified by Fish and Game) to cover posting costs in order to allow the project's Notice of Exemption to be filed within the statutorily required timeframes. The applicant has the sole responsibility to ensure timely compliance with this condition.

Commissioner Ohlund seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, Leal, McCoy, Ohlund, Osborn and Rolzinski.

The foregoing Resolution #2016-06 was adopted by the Planning Commission on the 18th day of February, 2016 by the following vote: Ayes: 7, Nays: 0

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Conditional Use Permit for the establishment and operation of a mobile drive thru coffee kiosk. Location – 215 Montague Road, Assessor’s Parcel Number 053-642-110.

The Planning Commission reviewed Resolution No. PC 2016-7 Consideration of proposed Categorical Exemption and Conditional Use Permit for the establishment and operation of a mobile drive thru coffee kiosk. Location – 215 Montague Road, CT (Commercial Tourist) Zone & GC (General Commercial) General Plan Designation. Assessor’s Parcel Number 053-642-110.

Assistant City Manager Liz Casson presented commissioners with staff report and the following background. The City has received an application for a Conditional Use Permit for the establishment and operation of a mobile coffee kiosk at 215 Montague Road. The project will be located on a parcel with an existing business known as AmeriGas Propane. The applicant is proposing to install a mobile coffee kiosk with a designated drive-thru lane. The proposed project meets the site development standards of the CT zoning district.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on February 3, 2016 and a Notice of Public Hearing was published in the Siskiyou Daily News on February 5, 2016.

City staff recommends approval subject to the proposed findings and conditions of approval, which includes a determination that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301, Existing Facilities of the CEQA Guidelines. Class 1 exemptions consist of the operation, maintenance, permitting, or licensing of existing public or private structures or facilities involving negligible or no expansion of the use beyond what existed at the time of the lead agency’s determination.

Public Hearing – This being the time and date set for the public hearing, Chair Osborn opened the hearing to the audience.

Applicant John Nixon was present to explain this project further to the commissioners and had questions regarding condition # 4 & # 13. Mr. Nixon stated that the Mobile Unit will be connected to city utilities services and left on site.

Assistant City Manager - Liz Casson explained that condition # 4 is a requirement of Cal Trans & wording of condition # 13 is a standard required condition, applicable only to any new construction.

There being no more statements or comments received, Chair Osborn closed the public hearing and discussion was opened to the Commission.

Following Commission discussion, Commissioner Ohlund moved to make the finding that the proposed project is exempt from an environmental review pursuant to California Environmental Quality Act (CEQA) Section 15301, Existing Facilities of the CEQA Guidelines.

Commissioner Kegg seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter Leal, McCoy, Ohlund, Osborn and Rolzinski.

Chair Osborn thereupon declared the motion carried.

Commissioner Ohlund moved that the Planning Commission adopt Planning Commission Resolution # PC 2016-7 making the findings and subject to the Conditions of Approval presented and approve Conditional Use Permit # 2016-12, to allow the establishment and operation of a mobile coffee kiosk.

1. The proposal will not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of such proposed use.

The proposal for the establishment and operation of a mobile drive-thru coffee kiosk would not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood. Subject to the issuance of a Conditional Use Permit by the Planning Commission and subject to the Conditions of Approval, use of the site would remain consistent with the intent of the General Plan designation and zone district. As such, the project will not be detrimental to the health, safety or general welfare of persons residing or working in the neighborhood.

2. The proposal will not be materially detrimental to property or improvements in the neighborhood.

The proposal will not be materially detrimental to property or improvements in the neighborhood. Conditions of Approval will provide for commercial use compatibility between the proposed commercial use and the existing neighborhood and adjacent streets.

3. The proposal will not be materially detrimental to the general welfare of the city.

The use is compatible with the policies and objectives of the zoning ordinance for a CT, Commercial Tourist zone which allows a mobile drive-thru coffee kiosk with validation of a conditional use permit as set forth in Section 16.34.070 (W) of the Yreka Municipal Code. This commercial business keeps with the character of the surrounding area, and is found to be consistent with the General Plan. The proposal will not generate significant noise or lighting. The proposal will not increase traffic beyond the capacity of existing infrastructure in an area which is sufficient to accommodate commercial uses.

4. The Planning Commission has determined that the project is exempt from environmental review pursuant to the provisions of the California Environmental Quality Act (CEQA) Section 15301 Existing Facilities & Section 15061 (b) (3) in that it is not a project which has the potential for causing a significant effect on the environment of the CEQA Guidelines.

The following conditions shall be complied with at all times that the use permitted by this permit occupies the premises:

1. Permittee granted a permit for the establishment and operation of a mobile drive-thru coffee kiosk at the location set forth in the application, subject to full compliance with applicable city and

state codes. The premises shall not be occupied or opened to the public until all conditions hereinafter set forth have been complied with by the Permittee.

2. All elements of the project application including site plan as approved shall be complied with.
3. Permittee shall obtain approval of all required public improvements through the Department of Public Works and its encroachment permit process for construction of and/or connection to any City sewer, water, or storm drain. Plans prepared by a registered civil engineer may be required for the Department of Public Works, in addition to the plans prepared for the Building Department, for any public infrastructure improvements that need to be constructed. Site plan approval does not include approval of any public improvements.
4. Permittee shall construct driveway approach and sidewalks to meet current ADA standards. An encroachment permit shall be obtained from **Caltrans** prior to any work, including curb, gutter, sidewalk, driveway approach, and utility connections, in the Montague Road (State Route) right-of-way.
5. New utilities within the project, including, but not limited to, electric, cable television, and phone, shall be installed underground.
6. All commercial developments shall have backflow prevention devices on domestic and fire services as required by the City of Yreka Construction Standards.
7. Use shall be conducted in accordance with the site plan for the property located at 215 Montague Road, as approved by the Planning Commission on February 17, 2016, and the site plan shall not be changed or deviated from without approval of the Planning Commission; provided, however, upon request of the Permittee and showing of good cause, the City Manager is authorized to permit minor modifications of the site plan without resubmission to the Planning Commission.
8. Adequate off-street parking facilities shall be provided as follows: One (1) space for each employee of the maximum working shift as set forth in Sections 16.54.020(A)(9) of the Yreka Municipal Code. For this project as submitted (1-2 employees per shift) 2 parking spaces are required. Off-street parking spaces will be in conjunction with existing business located at 215 Montague Road.
9. Parking required for disabled persons shall be marked, posted, and maintained in accord with provisions of the Motor Vehicles Code and any other law or regulation now or hereinafter enacted relating to parking for disabled persons.
10. Permittee shall comply at all times with the zoning district regulations for a CT zone as set forth in Section 16.38 of the Yreka Municipal Code.
11. All landscaping shall be installed, maintained, and replaced as necessary. Water efficient irrigation system shall be installed for the landscaping per Yreka Municipal Code Section 16.52.030 (E).
12. Permittee shall submit a grading plan for review and approval by the Building Official prior to construction or any on-site grading.

13. Permittee shall submit a stormwater detention analysis for review and approval of the Director of Public Works and/or Building Official prior to start of construction or any on-site grading. On-site detention or storm drain extension may be required. Low Impact Development (LID) techniques and facilities shall be used to the maximum extent possible. A Storm Water Pollution & Prevention Plan (SWPPP) may be required to comply with California State Law.
14. Permittee shall obtain a building permit and shall pay the necessary fees including Utility Services, Impact and Connection fees prior to making any building, electrical, mechanical, or plumbing installations and/or improvements to the structure. Public infrastructure improvements such as curb, gutter, sidewalk, curb ramps, driveway approaches, street lights and asphalt concrete street pavement may be required upon issuance of a building permit in accordance with Yreka Municipal Code Section 11.24.030. If such improvements already exist, damaged public improvements shall be repaired and/or replaced to restore the improvements to a condition satisfactory to the Director of Public Works in accordance with Yreka Municipal Code Section 11.24.030.
15. Exterior lighting shall be directed inward to reduce off-site light impacts. Exterior lighting shall be limited to a maximum off-site light escape of one-foot candle at the property line.
16. Permittee shall secure a Certificate of Occupancy and approval of the Building Official and Fire Marshal that structure meets building standards and fire regulations of the Uniform Building and Fire Codes prior to use of subject business of mobile drive-thru coffee kiosk.
17. Permittee shall comply with Yreka Municipal Code Section 11.01.075 - It shall be the responsibility of anyone engaging in construction or demolition work to restrict the hours of work activity on the site as follows: No construction equipment shall be operated nor any outdoor construction or repair work shall be permitted within five hundred feet from any occupied residence except during the hours of seven a.m. to seven p.m., Monday through Saturday, and eight a.m. to five p.m., on Sunday. Interior work which would not create noise or disturbance noticeable to a reasonable person of normal sensitivity in the surrounding neighborhood shall not be subject to these restrictions.
18. Permittee shall secure and maintain an annual City business license to operate a mobile drive-thru coffee kiosk after securing a Certificate of Occupancy from the Building Department & approval from Siskiyou County Health Department.
19. Permittee shall pave all driveway accesses from the project site onto Montague Road a minimum of 20 feet back from the back of the sidewalk.
20. Permittee shall install directional signage and arrows on pavement throughout the entire parking lot as approved on the site plan.
21. Exterior Mechanical equipment and/or HVAC units must be screened. Trash enclosure must contain opaque gates to screen visibility of the trash dumpster.
22. No signs shall be placed on the premises without first obtaining a sign permit.

23. The applicant shall submit a signed copy of the Conditions of Approval to the City of Yreka Planning Department.

24. Use permit granted in accordance with the terms of this title may be revoked if any of the conditions or terms of such permit are violated or if any law or ordinance is violated in connection therewith, or if the Planning Commission finds, with the concurrence of the City Council, that the continuance of the use permit will endanger the public health, safety, or welfare.

25. The site plan approval shall expire and terminate if not used within one (1) year from the date of approval unless, prior to the expiration of one year, a building permit is issued and construction is commenced. Approval may be extended upon written application to the Planning Commission before expiration of the first approval.

Commissioner Kegg seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, Leal, McCoy, Ohlund, Osborn and Rolzinski.

The foregoing Resolution #2016-7 was adopted by the Planning Commission on the 18th day of February 2016 by the following vote: Ayes: 7, Nays: 0

Discussion/Possible Action – Continued from January 20, 2016, Planning Commission Meeting - Consideration of proposed categorical exemption and Conditional Use Permit for the establishment and operation of an outside mobile food cart and seating in conjunction with the restaurant known as Serrano's Mexican Grill. Location – 1009 S. Main Street, Assessor's Parcel Number 061-282-020.

The Planning Commission reviewed Resolution No. PC 2016-1 Consideration of proposed Categorical Exemption and Conditional Use Permit for the establishment and operation of an outside mobile food cart and seating in conjunction with the restaurant known as Serrano's Mexican Grill. Location – 1009 S. Main Street, CH (Commercial Highway) Zone & GC (General Commercial) General Plan Designation. Assessor's Parcel Number 061-282-020.

The Planning Commission held a public hearing to review this application at their meeting scheduled January 20, 2016, at which time, Mr. and Mrs. John Nantz, owners of the adjacent property to the South located at 1015 S. Main Street, submitted a letter to the Planning Commission expressing their concerns over the parking. Since the applicant, Paula Rodriguez, was unable to attend the meeting, the Planning Commission moved to table this item to the this meeting. On January 21, 2016, the Planning Department received a letter from Donna Clair the owner of the adjacent property to the North located at 1001 S. Main Street, also expressing concerns over the parking.

Assistant City Manager Liz Casson presented commissioners with staff report and the following background. The City has received an application for a Conditional Use Permit for the establishment and operation of an outside food cart and additional outside seating, in conjunction with the existing Restaurant located at 1009 S. Main Street. The subject property is zoned CH Commercial Highway. YMC Section 16.36.070 provides that sales conducted outside of the building for a permitted use, requires a conditional use permit.

City staff recommends approval subject to the proposed findings and conditions of approval, which includes a determination the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301, Existing Facilities.

Applicant Paula Rodriguez was present to answer commissioners questions.

Following Commission discussion, Commissioner Leal moved to make the finding that the proposed project is exempt from an environmental review pursuant to California Environmental Quality Act (CEQA) Sections 15061 (b) (3) and 15301 Existing Facilities of the CEQA Guidelines.

Commissioner Rolzinski seconded the motion, and upon roll call, the following voted YEA: Knitter Leal, McCoy, and Rolzinski.

Chair Osborn thereupon declared the motion carried.

Commissioner Leal moved that the Planning Commission adopt Planning Commission Resolution # PC 2016-1 making the findings and subject to the Conditions of Approval as amended and approve Conditional Use Permit # 2016-1, to allow the establishment and operation of an outside mobile food cart and seating in conjunction with the restaurant known as Serrano's Mexican Grill.

1. The proposal will not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of such proposed use.

The proposal to continue the operation of the business of a restaurant with residential use and the addition of sales conducted outside of the building (mobile taco food cart) would not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood. Subject to the issuance of a Conditional Use Permit by the Planning Commission and subject to the Conditions of Approval, use of the site would remain consistent with the intent of the General Plan designation and zone district. As such, the project will not be detrimental to the health, safety or general welfare of persons residing or working in the neighborhood.

2. The proposal will not be materially detrimental to property or improvements in the neighborhood.

The proposal will not be materially detrimental to property or improvements in the neighborhood. Conditions of Approval will provide for commercial use compatibility between the proposed commercial use and the existing commercial neighborhood and adjacent streets.

3. The proposal will not be materially detrimental to the general welfare of the city.

The use is compatible with the policies and objectives of the zoning ordinance for a CH, Commercial Highway zone which allows a commercial use of sales conducted outside of the building for a permitted use upon approval and validation of a conditional use permit as set forth in Section 16.36.070 (U) of the Yreka Municipal Code. This commercial business keeps with the character of the surrounding area, and is found to be consistent with the General

Plan. The proposal will not generate significant noise or lighting. The proposal will not increase traffic beyond the capacity of existing infrastructure in an area which is sufficient to accommodate commercial uses.

4. The Planning Commission has determined that the project is exempt from environmental review pursuant to the provisions of the California Environmental Quality Act (CEQA) Section 15301 Existing Facilities of the CEQA Guidelines.

The following conditions shall be complied with at all times while the use permitted by this permit occupies the premises:

1. Permittee granted a permit to continue the operation of the business of a restaurant with the seating capacity of 32 along with residential use and the addition of sales conducted outside of the building (mobile taco food cart) with the additional seating capacity of 4 - located at 1009 S. Main Street, APN: 061-282-020.
2. Adequate off-street parking facilities shall be provided as follows: One (1) space for each three seats plus one space for each employee of the maximum working shift, as set forth in Section 16.54.020 (A)(5)(a) of the Yreka Municipal Code. As submitted, the project requires a total of 15 parking spaces, 2 spaces for residential parking, 12 spaces for customer parking and 1 space for each employee of the maximum working shift. Site plans shows 16 parking spaces are available.
3. Permittee shall install two new parking directional signs:
 - Install one (1) sign on the front of the building directing customers to the designated parking area in the rear of the property.
 - Replace existing sign located at the entrance to the parking lot, with a new commercial grade sign (preferably a metal sign with reflective material) of approximately the same size with a large directional arrow depicting the designated parking area for the business, similar to the example as shown on Exhibit A.

_____ **Initials required – Applicants acknowledgement & verification of above requirements.**

4. The off-street parking plan and facilities approved by the Planning Commission shall not be deviated from unless prior approval of the Planning Commission is secured, and all loading, customer, access drives and aisles shall be paved and striped and bumper rails or other barriers shall be provided in accordance with Section 16.54.090 of the Yreka Municipal Code.
5. Parking required for disabled persons shall be marked, posted, and maintained in accordance with provisions of the Motor Vehicles Code, California Building Code and any other law or regulation now or hereinafter enacted relating to parking for disabled persons. A minimum of one (1) accessible parking space is required for a parking lot with 1 to 25 parking spaces.
6. Use shall be conducted in accordance with the application as submitted for the property located at 1009 S. Main Street, as approved by the Planning Commission on January 20, 2016.

7. Improvements for Outdoor Sales. The outdoor sales areas shall be paved with a minimum six-inch (6") base and double chip sealed, dustless surface in accordance with Section 16.36.080 of the Yreka Municipal Code.
8. Permittee shall comply at all times with the zoning district regulations for a *CH, Commercial Highway* zone as set forth in section 16.36 of the Yreka Municipal Code.
9. Permittee shall obtain a building permit and shall pay the necessary fees prior to making any building, electrical, mechanical, or plumbing installations and/or improvements to the structure. Public infrastructure improvements such as curb, gutter, sidewalk, curb ramps, driveway approaches, street lights and asphalt concrete street pavement may be required upon issuance of a building permit in accordance with Yreka Municipal Code Section 11.24.030. If such improvements already exist, damaged public improvements shall be repaired and/or replaced to restore the improvements to a condition satisfactory to the Director of Public Works in accordance with Yreka Municipal Code Section 11.24.030.
10. No signs shall be placed on the premises without first obtaining a sign permit.
11. No portable pop up canopy/gazebo quick shade accessory cover permitted in this outside sales area.
12. Permittee shall provide the city with verification of compliance with Siskiyou County Public Health Department requirements.
13. Permittee shall maintain an annual City business license to carry on the business of a restaurant.
14. The use permit granted in accordance with the terms of this title may be revoked if any of the conditions or terms of such permit are violated or if any law or ordinance is violated in connection therewith, or if the Planning Commission finds, with the concurrence of the City Council, that the continuance of the use permit will endanger the public health, safety, or welfare.

Commissioner Knitter seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, Leal, McCoy, Ohlund, Osborn and Rolzinski.

The foregoing Resolution #2016-01 was adopted by the Planning Commission on the 19th day of February, 2016 by the following vote: Ayes: 7, Nays: 0

City Manager's Report – Steve Baker reported that Governor Jerry Brown has signed AB 21, an urgency measure introduced by Rep. Jim Wood that repeals a March 1 deadline in the new state medical marijuana law that some have interpreted as requiring local jurisdictions to ban or regulate medical marijuana cultivation, or lose their licensing authority.

2/17/2016

-16- PC

With the signing of AB 21, the city has more time to pass a city ordinance regarding medical marijuana cultivation. The city will be scheduling a date for a special meeting to be held for a workshop regarding a medical marijuana ordinance.

A medical marijuana ordinance will be presented to Commissioners at a future Planning Commission meeting.

Chair Osborn thereupon declared the motion carried.

There being no further business before the Commission, the meeting was adjourned.

Matt Osborn, Chair
Approved by motion of the Planning
Commission on March 16, 2016



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka Planning Commission
Prepared by: City Clerk
Agenda title: Acknowledge receipt of General Plan Housing Element 2015 Annual Report
Meeting date: March 16, 2016.

Discussion: California Government Code requires that the Planning Commission and City Council acknowledge receipt of the Housing Element Annual Progress Report at a public meeting to allow public comment prior to submission to the state.

- The purpose of this report is to comply with Section 65400(b) of the Government Code, which requires each City to report annually on the status of the implementation of their Housing Elements.
- The report does not need to be approved by the Planning Commission but rather an acknowledgement of receipt.

Fiscal Impact: The State can impose sanctions through the court if the report is not submitted within 60 days of the April 1st due date.

Recommendation and Requested Action:

That the Planning Commission acknowledge receipt of the 2015 General Plan Annual Housing Element Progress Report and authorize the submittal to the City Council and required state agencies.

Approved by: 
Steven Baker, City Manager



City of Yreka

2015 City of Yreka General Plan/Housing Element
Annual Report

Submitted By:
City of Yreka Planning Department
701 Fourth Street
Yreka, CA 96097

March 2016



City of Yreka
Planning Department
701 Fourth Street
Yreka, CA 96097

Date: March 11, 2016

To: **Department of Housing and Community Development**
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

RE: **City of Yreka, California – California Government Code Section 65400
Annual General Plan Report and Housing Element Progress Report**

To Whom It May Concern:

Pursuant to Section 65400 of the Government Code, the City of Yreka hereby submits its annual general plan report and housing element progress report. Attached with this letter of transmittal, please find the following item(s):

- City of Yreka, California – General Plan Annual Report and Housing Element Progress Report and completed Statement of Accuracy for calendar year 2015.

Please feel free to contact the City of Yreka Planning Department at 701 Fourth Street, Yreka, CA 96097 if you have any comments.

Sincerely,

Scott Friend
City of Yreka Planning Department

By: 

Scott Friend, AICP
City Planner (contract)

cc: Project File
Elizabeth Casson, City Clerk (w/out attachments)

**Department of Housing and
Community Development
ANNUAL HOUSING ELEMENT PROGRESS REPORT**

City or County Name:

City of Yreka

Mailing Address:

City of Yreka
701 Fourth Street
Yreka, CA 96097

Contact Person: Elizabeth Casson Title: City Clerk
Phone: (530) 841-2324 FAX: (530) 842-4836 E-mail: casson@ci.yreka.ca.us
Reporting Period by Calendar Year: from January 1, 2015 to December 31, 2015

These forms and tables, including the **Certificate of Accuracy** are due to the Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) on or before April 1, 2016. Submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

-and-

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

CERTIFICATION OF ACCURACY

The undersigned, in the capacity of City Clerk on behalf of the City of Yreka, has reviewed the information provided in the forms and report contained herein, and certifies, to the best of her knowledge, that the information provided herein is true and correct.



Elizabeth Casson, City Clerk



Date

BACKGROUND AND PURPOSE OF THE GENERAL PLAN ANNUAL REPORT

General – State Law and Local Planning

California Government Code Section 65400(a)(2) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation. Only charter cities are exempt from the requirement to prepare progress reports, pursuant to Government Code Section 65700. A copy of this progress report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

The intent is to ensure that the general plan directs all land use decisions and remains an effective guide for future development. Because the role of the general plan is to act as a “constitution” for the long-term physical development of a community and because it is required to be updated periodically to reflect current circumstances, it is critical that local planning agencies periodically review the general plan and its implementation. The report is a tool for doing this.

The main purpose and most important function of the report is to provide local legislative bodies with information regarding implementation of their general plan. The report must be presented to the local legislative body for their review and acceptance. This is typically done by placing the report on a regular meeting agenda as a consent or discussion item.

City of Yreka – Growth and the General Plan

The City of Yreka General Plan 2002–2022 was adopted by the City Council in December 2003. Since the plan's adoption, the City has seen fluctuations in development interest in Yreka, as evidenced by the receipt of Land Use Entitlement Applications. After an increase in development and entitlement requests in 2006–2010, there was a decrease in 2011 and 2012; activity continued to stagnate through 2015. The reasons for the increased interest and subsequent decline of development in Yreka are varied but are most directly related to the “real estate bubble” and the recession.

These and other market forces, including the number of foreclosed properties and the general depressed conditions of the local job market, resulted in a flat to declining rate of growth in the city and a continued reduction in the overall number of applications submitted to the City for development through the 2015 reporting period. As a result of these conditions, the City has not seen any real interest from groups seeking to leverage the opportunities that exist in Yreka for new development. The City of Yreka has not been successful in securing any residential projects as a result.

Regardless of development interest in the city and the state of the economy, the City's General Plan remains a valid and useful document, and the goals, objectives, and programs of the plan were advanced through the City's actions throughout the 2015 calendar year. While the plan is now more than a decade old, it remains adequate.

City of Yreka 2014–2019 Housing Element

The City of Yreka 2014–2019 Housing Element (Housing Element or HE) was adopted by the City Council on April 16, 2014. The HE was certified by the California Department of Housing and Community Development in May 2014.

The Housing Element outlines the City’s goals, policies, and programs in relation to the provision of housing, addresses the City’s success in implementing the previous Housing Element, and provides a detailed demographic and analytical evaluation of how the City is planning to accommodate its share of the region’s housing during the planning period (2014–2019). The primary components of the element remain consistent with the City’s previous Housing Element. The findings suggest that the City has made strides toward the achievement of accommodating its regional fair share of affordable housing needs and will continue to move toward meeting the goals of the element during the next 5-year planning period.

EXECUTIVE SUMMARY

As described in this report, the City of Yreka General Plan remains a useful and valuable tool to assist the City in providing policy direction for City decision-makers and information for city residents and interested parties.

In that context and in terms of the City of Yreka and its General Plan, this report concludes the following:

- The City of Yreka General Plan remains a valid and useful document, which continues to provide guidance and direction for the City as intended.
- In comparing the City of Yreka General Plan projections to the current setting, it can be summarized that the main thrust of the General Plan projections were, and continue to be, correct in that the plan recognized that limited new residential development would be necessary to meet projected demand.
- There is detailed information about the city and the surrounding area in all of the elements of the current City of Yreka General Plan. Much of the overarching, supporting, and descriptive information remains accurate and therefore useful.
- The 2014–2019 Housing Element concludes that the City is making progress toward meeting its regional housing needs allocation and that Yreka has the land supply available to meet its targets within the planning horizon.

I. IS THE GENERAL PLAN SERVING TO MEET ITS OWN GOALS?

With regard to land use, all of the goals and programs set forth by the City of Yreka General Plan stem from Goal LU.3, as follows:

- Goal LU.3 – To ensure efficient development and the economical extension of urban services.

A determination of whether Goal LU.3 is being met may be subjective, but there are objective measures as well. One metric to determine whether a community ensures efficient development with adequate land use opportunities is whether there is a presence of growth interests. The section below titled DEVELOPMENT ACTIVITY 2015 (beginning on page 13) summarizes the development applications and activity that have occurred over the last year. Prior to that is a review of the stage set by the current General Plan.

General Plan Land Use Projections

The City of Yreka General Plan makes projections for both population and land use demands. The first section, Land Use, includes the following under its Population and Demographics heading:

Because residential land use comprises a significant portion of a city's total land area, changes in population are typically used to estimate future land need. Over the past five (5) years, the City of Yreka has seen a gradual decline in the total population. This trend is also reflected in county-wide figures. Historically, the City had between one and two percent average annual growth. The decline in population can be attributed to the reduction in area logging, and the closure of several industries in Yreka. The City believes that this downward trend has slowed, and that the City will begin to experience a gradual growth over the next twenty years...

...Using a twenty year planning period for the General Plan, the City of Yreka could expect a population in 2022 between 8,400 and 10,250. In order to support the increase of 1,500 to 3,300 new residents, the City will need to provide adequate room for housing, jobs and recreation.

That same General Plan section contained a Projected Land Use Demands subsection, which included the following:

With the population as estimated, the City would be expected to need between 250 and 500 acres of land available for development within the planning period. This would include sufficient land to ensure fair market prices.

Current Setting

The City of Yreka 2014–2019 Housing Element states that between 1990 and 2000, Yreka's population increased by approximately 5 percent, and between 2000 and 2008, the population increased by approximately 2 percent. From 2000 to 2010, the city experienced an increase in population from 7,290 to 7,765. A review of information from

the California Department of Finance shows that the population of Yreka in 2014 was 7,840 and increased slightly to 7,849 as of January 1st, 2015. The county's growth rate during the same period was 2.3 percent between 1990 and 2000 and 2.1 percent between 2000 and 2008.

The 2014–2019 Housing Element identified a total of 122 acres of High Density Residential (R-3) zoned lands with the potential to result in 1,267 units, 61 acres of Medium Density Residential (R-2) with the potential to result in 511 units, 1,200 acres of Single Family Residential (R-1) zoned land with the potential to result in 1,987 units, 535 acres of Residential Agriculture (R-A) zoned lands with the potential to result in 184 units, and 3 acres of Residential/Professional Office (RPO) zoned land with the potential to result in 28 units. The most affordable projects will occur in land zoned R-3 since the zone permits higher densities and fits projects that are supported by government assistance. There are a total of 122 acres of R-3 zoned lands with the potential to result in 1,267 units.

It can be concluded that the projections framed by the current General Plan regarding housing requirement needs accurately estimated the current setting, in that there is an adequate supply of land in the city which would serve to provide for any long-term housing stock needs.

Regional Housing Needs

A Regional Housing Needs Allocation (RHNA) Plan is mandated by the State of California (Government Code Section 65584) for regions to address housing issues and needs based on future growth projections for the area. The State also establishes the number of total housing units needed for each region. Pursuant to Government Code Section 65584, the California Department of Housing and Community Development (HCD) has developed an RHNA Plan for Siskiyou County, which identifies a need for 530 new residential units in the county over a 7.5-year period (January 1, 2014, to June 30, 2019). The need for 530 units is shared and distributed among each of the communities in the county, with each community's share determined by its proportion of the county's overall population.

The intent of the RHNA Plan is to ensure that local jurisdictions not only address the needs of their immediate areas but also provide their share of housing needs for the entire region. Additionally, a major goal of the RHNA Plan is to ensure that every community provides an opportunity for a mix of affordable housing to all economic segments of its population. The RHNA Plan jurisdictional allocations are made to ensure that adequate sites and zoning are provided to address existing and anticipated housing demands during the planning period and that market forces are not inhibited in addressing the housing needs for all facets of a particular community.

Based on the RHNA Plan for Siskiyou County, the City of Yreka's share of regional housing needs is 103 units, primarily for above moderate-income units.¹ Since 2007, 17 units have been built in the city, bringing Yreka's current share of regional housing needs to 100 units.

¹ The RHNA Plan identified the need for 12 extremely low-income earners, 13 units for the very low-income earners, 17 units for low-income earners, 18 units for moderate-income earners, and 43 units for above moderate-income earners.

Summary

In comparing the General Plan's projections to the current setting, it is concluded that the General Plan projections were correct in that they identified that new residential development would be required to meet demand. The City's Housing Element identifies some new requirements (resulting from outside legislation) that have created new targets for the City to meet, and through the required internal consistency will work in concert to support the General Plan to address those goals. It is then concluded that the General Plan is serving to meet its own goals. While the targeted unit allocation for residential units pursuant to the RHNA Plan may not be physically constructed due to the depressed state of the economy, the City has ensured that an ample amount of vacant land exists to accommodate the targeted unit allocation.

II. ADEQUACY OF THE CURRENT CITY OF YREKA GENERAL PLAN

Government Code Section 65302 states that "the general plan shall consist of a statement of development policies and shall include a diagram or diagrams and text setting forth objectives, principles, standards, and plan proposals." The general plan must include the seven elements described below in this report.

For one of the required elements, the Housing Element, the Government Code is very specific about contents, requirements and frequency of adoption. The requirements for the other six elements are less specific. The Government Code requires that the Housing Element be reviewed and adopted or re-adopted at least every 5 years, while the other elements of the plan should be revised "as needed" to keep information current. The City of Yreka General Plan contains all seven of the required elements comprising a legally adequate General Plan. The City of Yreka General Plan was consistent with state requirements when it was adopted in 2003 and remains consistent with state requirements to this day. The Housing Element was updated and adopted in 2014.

Usefulness of the Plan

The general plan has been described by the courts as "the constitution for development" (of a jurisdiction). All development approvals must be consistent with the general plan. Therefore, a general plan is useful if it provides up-to-date information, goals, objectives, and implementing programs that are consistent with current city growth policies and which are physically and economically feasible to implement.

The Yreka General Plan elements are listed below, with a brief description of what they include, followed by a brief discussion and summary regarding currency and what was done in Yreka in the 2015 calendar year to ensure that the goals, objectives, and programs set forth in the General Plan have been addressed.

LAND USE ELEMENT

A land use element which designates the proposed general distribution and general location and extent of the uses of the land for housing, business, industry, open space...and other categories of public and private uses of land. [It]...shall include a statement of the standards of population and building intensity recommended for the various districts...

There are 13 goals listed in the Land Use Element of the Yreka General Plan, as follows:

- Goal LU.1 – To maintain flexibility in land use designations and zone districts
- Goal LU.2 – To ensure there is adequate land within the City for future development in a variety of types and styles.
- Goal LU.3 – To ensure efficient development and the economical extension of urban services.
- Goal LU.4 – To protect established neighborhoods, and enhance the sense of community that is the City of Yreka.
- Goal LU.5 – To protect established neighborhoods and enhance the quality of life in Yreka.

-
- Goal LU.6 – To protect the unique views from Yreka of the surrounding mountains.
 - Goal LU.7 – To encourage visitors to the City and enhance the City's presence as a community along Interstate 5.
 - Goal LU.8 – To create neighborhoods that reflect the high quality of life in Yreka.
 - Goal LU.9 – To support the expansion and retention of existing commercial establishments, and to encourage new commercial development in the City.
 - Goal LU.10 – To promote economic growth within the City of Yreka to ensure employment opportunities and goods and services are available within the community.
 - Goal LU.11 - Protect and expand the Trail System along Yreka Creek and its Tributaries.
 - Goal LU.12 – To protect and preserve the historical resources of the City of Yreka.
 - Goal LU.13 – To keep the General Plan current reflecting changes in public desires, changes in growth trends and applicable legislation.

These goals contain several objectives and programs that generally seek to ensure adequate land supply and efficient development, protect neighborhoods and views, and promote economic growth. Within that framework, staff worked on the following items throughout the 2015 calendar year to ensure that the goals set forth in the Yreka General Plan have been addressed:

- The City continues to maintain a list of the most of the available vacant land in the city that is appropriate to meet its share of the regional housing needs. (Goal LU.3; Program LU.3A; Program LU.10.C)
- The City is currently working to complete the Oberlin Road segment of the Yreka Creek Trail Development Project, including the implementation of parking, trailheads and multi-use pathways (Goal LU.11; Program LU. 11.B)

Summary/Conclusion: The Land Use Element is useful and adequate in its characterization of the nature of the city and the plan's overarching goals and objectives. No amendments to the Land Use Plan were made in 2015.

CIRCULATION ELEMENT

A circulation element consisting of the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and other local public utilities and facilities, all correlated with the land use element of the plan...

Seven goals are listed in the Circulation Element of the Yreka General Plan, as follows:

- Goal CI.1 – Develop and maintain roadways in an orderly and visually attractive manner that enhances the community.
- Goal CI.2. – To maintain a functional performance of roadways throughout the community at a Level of Service C or better.
- Goal CI.3. – Accomplishment of on-going maintenance of roadways in an efficient and cost effective manner.

-
- Goal CI.4. – Ensure that circulation improvements are adequate to serve transportation demands of new development within Yreka.
 - Goal CI.5. – Provide safe, convenient and attractive routes for pedestrians and bicyclists of all ages throughout Yreka.
 - Goal CI.6. – Minimize the impacts of growth on the Yreka Western Railroad Steam Train.
 - Goal CI.7. – Encourage and enhance public transit within Yreka.

These goals contain several objectives and programs that generally seek to enhance the movement of goods and people throughout the city, provide safe walking routes for residents, maintain and improve the quality of the roadways in the city, etc. During the 2015 calendar year, the City undertook the following measures to advance the objectives and programs under these goals:

- The City continues to make progress on the Yreka Creek Trail Development Project, which includes the development of public access pedestrian and bicycle trails along Yreka Creek and within the Yreka Creek Greenway. Trails are proposed to extend under Interstate 5, providing non-motorized access to either side of the interstate, and would also traverse behind several existing commercial businesses that front Main Street. The City is currently working to complete the Oberlin Road segment of the project, including the implementation of parking, trailheads and multi-use pathways. (Goal CI.5; Program CI.5.B; Program CI.5.C; Program CI.5.D)

Summary/Conclusion: The Circulation Element in the General Plan is devised and designed to support Land Use Plan and policies for both current uses and future growth. The Circulation Element has not been substantially amended since its adoption, and the element's goals, objectives, and programs remain valid. The Circulation Plan within the element continues to serve to facilitate the implementation of the Land Use Plan, and the assumptions and projections supporting its designations of streets and roadways remain accurate and provide for a legally adequate and viable plan.

CONSERVATION, OPEN SPACE, PARKS AND RECREATION ELEMENT

A conservation element for the conservation, development and utilization of natural resources including water...soils, rivers...and other natural resources.

Eight goals are listed in the Conservation, Open Space, Parks and Recreation Element of the Yreka General Plan, as follows:

- Goal CO.1 – Recognize, promote and protect the natural resources within and near the City.
- Goal CO.2 – To ensure responsible mining and natural resource.
- Goal CO.3 – To ensure continued agriculture and timber uses in the Yreka Planning Area.
- Goal CO.4 – Minimize impacts to wildlife and wildlife habitat as new development occurs within Yreka.
- Goal CO.5 – Maintain and protect air quality within the City of Yreka at acceptable levels as defined by state and federal standards.

- Goal CO.6 – Protect the quantity of community water supplies and avoid degradation of water quality.
- Goal CO.7 – Continue to expand acreage of public open space as a means to maintain the rural character of Yreka.
- Goal CO.8 – To provide a variety of parks and recreation facilities maintaining a level of one acre of park land for each 1,000 persons.

The following work efforts were undertaken or advanced in 2015 to implement the programs and policies of the Conservation, Open Space, Parks and Recreation Element:

- The City continues to make progress on the Yreka Creek Trail Development Project, which involves habitat enhancement proposals such as the creation of an approximately 700-foot drainage swale to provide vegetative filtration of stormwater, the restoration of approximately 1 acre of floodplain by re-contouring flood constrictions, the planting of approximately 600 native plants and trees, and the implementation of erosion control measures. The implementation of these habitat enhancement mechanisms, as well as all other components of the project, has been assessed to determine their potential impacts on Coho salmon. As a result of this assessment, detailed avoidance mitigation has been developed and will be enforced by the City Public Works Department. (Goal CO.4; Program CO.4.B; Program CO.4.C; Program CO.4.D; Program CO.6.I)
- The Yreka Creek Trail Development Project involves the surfacing of approximately 1,500 linear feet of existing trail to make it ADA accessible and the construction of approximately 1,900 linear feet of gravel trail along Yreka Creek for the benefit of the public. (Goal CO.7; Program CO.7.A; Program CO.7.B; Program CO.8.C; Program CO.8.H)

Summary/Conclusion: The Conservation, Open Space, Parks and Recreation Elements remain useful and relevant and have served the City over its last period of increased development interest and activity, as well as during the recent decrease. The element has not been amended since its adoption, and the goals, objectives, and programs of the element remain valid.

NOISE ELEMENT

A noise element which shall identify and appraise noise problems in the community. [It] shall...analyze and quantify, to the extent practicable...current and projected noise levels for all of the following sources...[including highways, industrial uses, and others identified by Council as contributing to the community noise environment]. Noise contours shall be shown for all of these sources...The noise contours shall be used as a guide for establishing a pattern of land uses in the land use element...

Three goals are listed in the Noise Element of the Yreka General Plan, as follows:

- Goal 1: To protect the existing and future citizens of Yreka from the harmful effects of exposure to excessive noise. More specifically, to protect existing noise-sensitive land uses from new uses that would generate noise levels which

are incompatible with those uses, and to discourage new noise-sensitive land uses from being developed near sources of high noise levels.

- Goal 2: To protect the economic base of Yreka by preventing the encroachment of noise sensitive land uses into areas affected by existing noise-producing uses. More specifically, to recognize that noise is an inherent byproduct of many industrial processes and to prevent new noise-sensitive land uses from being developed in areas affected by existing industrial noise sources.
- Goal 3: To provide sufficient noise exposure information so that existing and potential future noise impacts may be effectively addressed in the land use planning and project review processes.

Summary/Conclusion: The Noise Element contains standards and guidelines that protect both existing noise-generating uses and new potentially noise-sensitive land uses. The General Plan Noise Element has been used by staff on a number of occasions and has provided valuable guidance and policy direction for the City. The Noise Element is current and accurate, and remains useful and legally adequate.

PUBLIC HEALTH AND SAFETY ELEMENT

A safety element for the protection of the community from any unreasonable risks associated with the effects of [...earthquakes, dam failures, subsidence, liquefaction and other known geologic hazards]. It shall also address evacuation routes, peakload water supply requirements...

Six goals are listed in the Public Health and Safety Element of the Yreka General Plan, as follows:

- Goal PH.1 – Ensure that the City and involved local agencies are able to effectively respond to emergency situations, which may threaten the people or property of Yreka.
- Goal PH.2 – Minimize the risk of personal injury and property damage resulting from flooding.
- Goal PH.3 – Protect people and property within the City of Yreka against fire related loss and damage.
- Goal PH.4 – Ensure that police protection services in the City of Yreka are adequate to protect both people and property in the community.
- Goal PH.5 – Minimize the threat of personal injury and property damage due to seismic and geologic hazards.
- Goal PH.6 – Minimize the risk of personal injury, property damage, and environmental degradation resulting from the use, transport, disposal, and release/discharge of hazardous materials.

The City undertook work efforts in 2015 to advance the goals and programs of the Public Health and Safety Element, as follows:

- One of the objectives of the Yreka Creek Trail Development Project is to reduce flood hazards associated with in-stream creek flows. The project will slightly increase floodplain capacity along Yreka Creek, with the ultimate goal of further

attenuating the effects of floods on the City of Yreka (Goal PH.2; Program PH.2.A; Program PH.2.E)

- The City continued to fund the Yreka Police Department, which in turn has continued to provide a high quality, community-appropriate level of law enforcement services. (Goal PH.4; Program PH.4.D)

Summary/Conclusion: The Public Health and Safety Element contains information and goals, objectives, and programs regarding emergency preparedness, flood and geologic hazards, fire and police protection, and hazardous waste and materials. The element has not been amended since its adoption and remains a current, useful, and adequate element of the General Plan.

PUBLIC FACILITIES ELEMENT

Various aspects of public facilities are considered within the Public Facilities Element. While state law requires the general plan to address domestic water service issues, requirements regarding other facilities are not clearly or specifically defined. This element considers the range of public facilities which the City must provide to support existing and future urban land uses.

Six goals are listed in the Public Facilities Element of the Yreka General Plan, as follows:

- Goal PF.1 – Ensure that public facilities are designed to accommodate reasonable future need.
- Goal PF.2 – Help the School Districts continue to offer high quality educational services and facilities to local school children.
- Goal PF.3 – Ensure an ample water supply for the City of Yreka.
- Goal PF.4. – Develop and properly maintain facilities to transport, treat, and discharge wastewater in a safe and sanitary manner.
- Goal PF.5 – Provide for the collection, transport, and discharge of stormwater in a safe manner and protect people and property from flooding.
- Goal PF.6. – Ensure that solid waste disposal and recycling services are adequate to meet the needs of current and future residents of the City.

The City undertook work efforts in 2015 to advance the goals and programs of the Public Facilities Element. These efforts include the following:

- The City continues to make progress on the Yreka Creek Trail Development Project. One of the project's objectives is to reduce flood hazards associated with in-stream creek flows. The project will slightly increase floodplain capacity along Yreka Creek, with the ultimate goal of further attenuating the effects of floods on the City of Yreka. This project includes the development of public access pedestrian and bicycle trails along Yreka Creek and within the Yreka Creek Greenway. (Goal PF.5; Program PF.5.C; Program PF.5.F; Program PF.5.G)

Summary/Conclusion: The Public Facilities Element in the General Plan is envisioned and designed to address the range of public facilities that the City must provide to support existing and future land uses. The Public Facilities Element has not been

amended since its adoption, and the goals, objectives, and policies of the Element remain valid.

HOUSING ELEMENT

The housing element shall consist of an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing. [It] shall identify adequate sites for housing, including rental housing, factory-built housing, and mobile homes, and shall make adequate provision for the existing and projected needs of all economic segments of the community...(Section 65580)

Each local government shall review its housing element as frequently as appropriate...but not less than every five years. (Section 65588)

Summary/Conclusion: The 2014–2019 Housing Element was adopted in May 2014 and is the most recently adopted element of the General Plan. The 2014–2019 Housing Element has been approved by the California Housing and Community Development Department. Generally, the Housing Element provides information and policy guidance on issues including affordable housing and housing for special needs groups and identifies potential programs that the City utilizes to help fill underserved housing needs in the community.

The 2014–2019 Housing Element contains 9 policies and 21 programs designed to establish the City's approach to the planning of housing in Yreka. Because of issues related to the general state of the local, regional, and national economies, the City has not seen any substantial housing-related planning projects, nor has there been any new housing constructed in the city.

The 2014–2019 Housing Element functioned as a useful and adequate element of the Plan over the course of the past year (see attached **Table C – Program Implementation Status**).

Overall Summary

The City of Yreka adopted its General Plan in 2003. The document has been providing policy guidance and direction in a meaningful way since its adoption. The General Plan Land Use Map has been amended in minor ways since 2003 yet in a way that did not result in any changes or shifts in General Plan vision or policy direction. All amendments since 2003 furthered the implementation of various goals and objectives of the plan.

No amendments to the General Plan were proposed, considered, or approved in the previous year. While various setting discussions and statistical information contained in the plan have changed following its adoption, the General Plan continues to be legally adequate and to responsibly and sufficiently represent the City's policy direction.

DEVELOPMENT ACTIVITY 2015

As discussed above, 2015 had a lower level of development activity and interest as compared to previous years, especially in comparison to the higher level of development and entitlement-related activities that occurred during the 2006–2009 period. In 2015, the City of Yreka Planning Department processed 16 building permits. **Table 1** is a summary of applications submitted to the City through the 2015 calendar year. The City Planning Department processed six Conditional Use Permits, four Sign Permits, two Boundary Line Adjustments, eleven District Historic Permits, and ten Home Occupation Permits. The City did not process any applications for General Plan Amendments, new subdivisions, tentative maps, or annexation requests in 2015.

Table 1: City of Yreka Land Use Entitlement Actions & Related Applications – 2015

Summary

APPLICATION TYPE	NUMBER OF APPLICATIONS	STATUS
Conditional Use Permit	6	6 – approved
Sign Use Permit	4	4 – approved
Boundary Adjustment	2	2 – approved
General Plan Amendment	0	n/a
Lot Merger	0	n/a
Change of Zone	0	n/a
Major Subdivision	0	n/a
Minor Subdivision	0	n/a
Variance	0	n/a
Tentative Map	0	n/a
Home Occupation Permit	10	10 – approved
Annexation	0	n/a
Parcel Map/Merger	0	n/a
Site, Parking, Landscape	0	1 – approved (Auto Zone from 2014)

As the real estate market continued to stagnate throughout the majority of Northern California communities, the City of Yreka experienced a slowing in the total development activity and application levels experienced in the mid- to late-2000s to a level today resulting in almost no substantial development activity in the city in 2015.

As indicated previously in this report, the City of Yreka General Plan continues to provide meaningful direction to elected officials, City staff, landowners, citizens, and



parties interested in the future of Yreka. Through the end of the calendar year 2015, the General Plan remained essentially unchanged in its direction and policy foundations from the time of its adoption in 2003. The plan was not amended in 2015, and there were no changes to land uses or to the General plan goals, objectives, and policies. The current General Plan continues to provide accurate and useful policy guidance for the City. The document is adequate and functional, and succeeds in meeting its own goals, objectives, and programs and in serving the needs of the City of Yreka.

REFERENCES

1. *City of Yreka General Plan 2002–2022*. Adopted 2003.
2. *City of Yreka General Plan 2014–2019 Housing Element*. Adopted 2014.
3. 2015 City of Yreka Planning Department Application Processing Log.
4. California Department of Finance, Demographic Research Unit, E-1 Report, (2015).
5. Website, State of California: Governor’s Office of Planning and Research. Various pages. <http://www.opr.ca.gov/>

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

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

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
828 Northview Drive	SFD	O	0	0	1	0	1	0			
(9) Total of Moderate and Above Moderate from Table A3			▶	▶	0	0	0	0			
(10) Total by income Table A/A3			▶	▶	0	0	0	0			
(11) Total Extremely Low-Income Units*								0			

* Note: These fields are voluntary

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

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

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

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

* Note: This field is voluntary

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

	1. Single Family	2. 2-4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	

* Note: This field is voluntary

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2007	2008	2009	2010	2011	2012	2013	2014		Total Units to Date (all years)	Total Remaining RHNA by Income Level	
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	28	0	0	0	0	0	0	0	0		28	
	Non-deed restricted		0	0	0	0	0	0	0	0			
Low	Deed Restricted	20	0	0	0	0	0	0	0	0		20	
	Non-deed restricted		0	0	0	0	0	0	0	0			
Moderate	Deed Restricted	19	0	0	0	0	0	0	0	0		15	
	Non-deed restricted		2	1	0	0	0	0	0	0			1
Above Moderate		50	12	0	0	0	1	0	0	0	0	13	37
Total RHNA by COG. Enter allocation number:		117	14	1	0	0	1	0	0	0	1	17	100
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

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

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE.1.1.1	Review General Plan for adequate vacant land to accommodate a variety of housing types.	Annual Review	The City continues to maintain a list of the available vacant land in the city that is appropriate to meet its share of regional housing needs.
HE.1.2.1	Encourage and support residential development plans for lower -ncome housing.	Continuous	The City approved a request for the development of one (1) Single-Family (detached) unit in 2015.
HE.1.2.2	Encourage developers of large residential subdivisions to provide some affordable housing.	As proposals are received	There were no requests for residential subdivision development in 2015.
HE.1.2.3	Encourage development of affordable housing by maintaining low fees.	Annual	Fees are deposited against cost. They are minimal and would not deter development.
HE.1.2.4	Review Government Code Section requirements for density bonuses	1-Aug-14	In 2010, city staff instigated the process of reviewing the current Zoning Ordinance and considering revisions in order to eliminate unusual constraints on affordability and housing availability. An amendment to the Zoning Ordinance was completed in 2015.
HE.1.2.5	Maintain affordable units	As needed	In progress. Program HE.1.2.6 will combined to be more effective and be modified to address state law requirements.
HE.1.2.6	Search for gap funding for projects at risk.	As needed	There were no projects at risk. Program HE.1.2.6 will be combined with Program HE.1.2.5 to increase effectiveness.
HE.1.2.7	Maintain list of qualified entities to participate in offer to purchase and right of first refusal.	As needed	Completed. The City will continue to maintain a list of organizations per Program HE.1.2.5.
HE.1.2.8	Encourage non-profit organizations in applications for funding to acquire homeless shelter and/or transitional housing.	Ongoing	In progress.
HE.1.2.9	Encourage participation in the annual review of the Housing Element.	Annually	Accomplished through public notice of meetings.
HE.1.2.10	Develop procedures to grant priority sewer and water service to developments that include lower-income households.	1-Aug-14	Completed. With sufficient capacity in current sewer and water infrastructure, the City is in compliance with state law.

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

HE.1.3.1	Monitor CUP process on multifamily applications to determine if it is a deterrent to construction of multifamily units.	Annually	There were no applications for multifamily housing during 2015.
HE.1.3.2	Review zoning ordinance and revise if it creates constraints on housing affordability and availability.	Ongoing	In 2010, city staff instigated the process of reviewing the current Zoning Ordinance and considering revisions in order to eliminate unusual constraints on affordability and housing availability. An amendment to the Zoning Ordinance was completed in 2015.
HE.1.3.3	Amend Zoning Ordinance re: Govt. Code Section 65589.5(d) and (f), and do not impose conditions that make the project infeasible.	1-Aug-10	Completed. It was determined that the Zoning Ordinance does not contain language that makes projects for very low-, low-, and moderate-income persons infeasible.
HE.1.4.1	Maintain zoning and development standards to encourage affordable single family housing.	Ongoing	The City continues to maintain zoning and development standards in residential areas.

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

HE.2.1.1	Priority shall be high for building permit processing and inspections for individuals with disabilities.	As needed	The Building and Planning departments give priority to individuals with disabilities as needed.
HE.2.1.2	Establish reasonable accommodation to handicapped and disabled when such persons apply for building permits.	Early 2014	Completed. The City adopted a reasonable accommodations procedure that includes an express permit program, free building inspections, and special response to accessibility complaints that may be necessary to ensure persons with disabilities have equal access to housing.
HE.2.1.3	If accommodations are requested and a variance is required, the Planning Commission will be advised to balance variance standards with the Fair Housing Act, etc.	As applications are submitted	This provision is implemented when appropriate applications are submitted.
HE.2.1.4	Provide reasonable accommodation to handicapped and disabled when such persons apply for building permits.	As needed	Handicapped and disabled persons are provided reasonable accommodation as needed.
HE.2.1.5	Work with developers of new multifamily housing that include 4 and 5 bedroom units and expedite review process.	As projects are proposed	No applications were submitted for any multifamily housing projects during 2015.
HE.2.1.6	Conform to codes and standards related to access for disabled persons and facilitate modification of existing facilities.	Ongoing	This is accomplished in part through the Building Department (Code Enforcement) as building permits are issued.
HE.2.1.7	Follow federal ADA guidelines for development of disabled units.	Ongoing	This is accomplished through the Building Department.
HE.2.1.8	To facilitate housing for extremely low-income persons, the City will amend the Zoning Ordinance to clarify the definition of single-room occupancy units and describe specific development standards for these units.	1-Aug-10	In 2010, City staff instigated the process of reviewing the current Zoning Ordinance in a way that helps to facilitate housing for extremely low-income persons, specifically by clarifying the definition of single-room occupancy units and associated standards for these units. This change was completed in 2015 with a Zoning Ordinance Amendment.
HE.2.1.9	Amend Zoning Ordinance to include definitions of supportive and transitional housing and emergency shelters. Allow emergency shelters by right in Light Industrial zones.	1-Aug-10	Pursuant to Senate Bill 2, City staff began the process of amending the Zoning Ordinance to include separate definitions of "supportive housing," "transitional housing," and "emergency shelters" consistent with Sections 50675.14, 50675.2, and 50801 of the California Health and Safety Code. This process, which was instigated in 2010, will also amend the Zoning Ordinance to allow transitional and supportive housing as a residential use subject only to those restrictions that apply to other residential uses of the same type. This change was completed in 2015 with a Zoning Ordinance Amendment.
HE.2.1.10	Amend Zoning Ordinance to allow group care facilities (6+) by CUP in R-2, R-3, C-2, and CH zones. Continue allowing group care facilities for 6 or less in all residential zones.	1-Aug-10	This change was completed in 2015 with a Zoning Ordinance Amendment.

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

HE.2.1.11	The City will prioritize funding, offer financial incentives, or regulatory concessions to encourage development of single-room units or units affordable to the extremely low-income.	Whenever housing for extremely low-income is proposed	No applications were submitted for any affordable housing projects during 2015.
HE.3.1.1	Goal of assisting 5 homeowners in the next 5 years through the provision of loans to homeowners to rehabilitate or replace dilapidated units.	Ongoing	The City continues to allocate CDBG funds pursuant to the required criteria for housing upgrades. Between 2008 and 2012, \$647,314.39 of CDBG Housing Rehabilitation loans have been allocated to 7 different parties.
HE.3.1.2	Encourage rehabilitation of historic structures and inform/help with Mills Act contracts.	Ongoing	The City continues to provide information for inclusion of historic buildings on the historic register and information regarding the Mills Act Ordinance.
HE.3.1.3	Review standards in Zoning Ordinance for permitted uses to help insure compatibility with adjacent uses.	Annually	The Zoning Ordinance is regularly monitored to determine whether modifications are necessary.
HE.3.1.4	Give code enforcement a high priority and provide adequate funding and staffing to support code enforcement programs.	Ongoing	The City promptly responds to complaints from residents. The City has taken action on violations in Yreka.
HE.3.1.5	Utilize the code enforcement program as a means of keeping track of the conditions of the City's housing stock.	Ongoing	Residential areas are regularly monitored by the Planning Commission, City Council, and staff due to the small size of the community. As the City becomes aware of issues needing attention, they are addressed promptly.
HE.4.1.1	Ensure all persons, regardless of race, sex, cultural origin, age, marital status, or physical handicaps, are provided a choice of housing locations.	Ongoing	Posters from the California Department of Fair Employment and Housing have been posted at City Hall to assist those with discrimination complaints. As complaints are received, individuals are directed to the appropriate agency.
HE.4.1.2	Make information of Fair Housing available to the public	Ongoing	Posters from the California Department of Fair Employment and Housing have been posted at City Hall to assist those with discrimination complaints. As complaints are received, individuals are directed to the appropriate agency.
HE.4.1.3	Provide a referral service to those who handle complaints against discrimination.	As complaints are received	The City has provided referral as necessary and will continue to do so.

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

Jurisdiction City of Yreka
Reporting Period 1/1/2015 - 12/31/2015

HE.5.1.1	Continue to allocate HOME and CDBG funds to direct housing related programs.	As Grants are received	The City continues to allocate CDBG funds pursuant to the required criteria for housing upgrades. Between 2008 and 2012, \$647,314.39 of CDBG Housing Rehabilitation loans have been allocated to 7 different parties.
HE.5.1.2	Encourage local builders to provide sufficient housing for participants in first-time homebuyers and below market rate purchase programs.	As development projects are proposed	No applications were submitted for any multi-housing projects during 2015.
HE.5.1.3	Provide assistance to developers, nonprofit organizations, and others to apply and develop projects for federal and state housing programs/grants.	As funding becomes available	The City continues to notify developers of available funding and other incentives as they become available.
HE.5.2.1	Support staff efforts to expand their housing knowledge base.	Ongoing	The City provides funding for staff to attend conferences and training sessions as needed. The City is also on mailing lists for relevant housing-related state departments and organizations.
HE.5.3.1	Establish a biennial monitoring programs to identify assisted at-risk units of losing their affordability subsidies or requirements.	1-Aug-10	The program will not be continued. The City has not yet created this program. However, the City continues to work with property owners to maintain affordable housing units. With the small number of units at risk in the city, biannual review is not necessary.
HE.6.1.1	Promote use of energy conservation measures in all housing through use of public and private weatherization programs.	Ongoing	The City has instituted a citywide newsletter to disseminate information on energy conservation programs. Great Northern Corporation manages the local weatherization program and is widely used.
HE.6.1.2	Provide information on currently available weatherization and energy conservation programs to residents of the city.	Ongoing	The City has instituted a citywide newsletter to disseminate information on energy conservation programs. Great Northern Corporation manages the local weatherization program and is widely used.
HE.6.1.3	Continue enforcement of state requirements for energy conservation in new residential projects.	Ongoing	Compliance with the Zoning Ordinance and California Building Code, including Title 24, ensures energy conservation in new residential projects.

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

Jurisdiction	City of Yreka
Reporting Period	<u>1/1/2015 - 12/31/2015</u>