



# CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.cityofredbluff.org

## AGENDA

Regular Meeting, Red Bluff Planning Commission  
Tuesday, March 26, 2019  
Council Chambers 5:15 p.m.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**

Chairperson: Steve Piffero  
Vice Chair: Doug Dale  
Commissioner: Gerry Reyes  
Commissioner: Chris Mollenkamp (absent)  
Commissioner: Robert James

## 4. Citizen Comment

This time is set-aside for citizens to address the Planning Commission on any item of interest to the public that is within the subject matter jurisdiction of the Planning Commission. For items that are on the agenda, public comment will be heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the Planning Commission after the public hearing is opened for public testimony. The Chairperson reserves the right to limit each speaker to three (3) minutes. Please understand that by law, the Planning Commission cannot make decisions on matters that are not on the agenda; matters of concern will be referred to the Planning Director's Office.

## **5. Approval of Minutes of the February 26, 2019 Minutes**

Recommended Action:

Approve the February 26, 2019 meeting minutes as written.

## **6. Resignation and Reappointment Recommendation**

Recommended Action:

Accept Commissioner Chris Mollenkamp's resignation and consider recommending to City Council an appointment to fill the vacancy on the Planning Commission or provide alternate direction to staff.

## **7. Resolution 03-2019; 2018 General Plan / Housing Element Annual Progress Report**

Recommended Action:

Adopt Resolution No. 03-2019 recommending approval and submittal to OPR and HCD of City of Red Bluff 2018 General Plan / Housing Element Annual Progress Report.

## **8. Sign Regulation Amendment; Addition of Digital Display Signs**

Recommended Action:

Adopt revised Resolution No. 01-2019 (unrevised resolution and staff report are attached to revised resolution) recommending for approval to the City Council an Amendment to the Red Bluff Sign Regulations for the inclusion of digital display signs as presented herein and approval of the Categorical Exemption as presented.

## **9. Staff / Commission Reports and Comments**

UHaul construction discussion

## **10. Adjourn**

Certification:

Pursuant to Government Code Section 54954.2(a), the agenda for this meeting was properly noticed on March 22, 2019.

In compliance with the Americans with Disabilities Act, the City of Red Bluff will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's Office (530) 527-2605 extension 3057 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



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## PLANNING COMMISSION MINUTES Tuesday, February 26, 2019, 5:15 p.m. City Council Chambers

### 1. CALL TO ORDER:

Chairman Piffero called the meeting to order at 5:18 p.m.

### 2. PLEDGE OF ALLEGIANCE:

Chairman Piffero led the pledge of allegiance.

### 3. ROLL CALL:

<b>Planning Commissioners Present:</b>	<b>Planning Commissioners Absent:</b>
Steve Piffero, Chair	Chris Mollenkamp, Commissioner
Doug Dale, Vice Chair	
Gerry Reyes, Commissioner	
Robert James, Commissioner	

### STAFF PRESENT:

Scott Friend, Community Development Director  
Anita Rice, Deputy City Clerk

*The City of Red Bluff is an Equal Opportunity Provider*

#### **4. CITIZEN COMMENT:**

None

#### **5. APPROVAL OF MINUTES:**

Commissioner James motioned to approve the January 22, 2019 minutes and Commissioner Reyes seconded the motion.

AYES: Commissioners Piffero, Reyes and James

NOES None

NOT VOTING: Commissioner Mollenkamp (absent), Vice Chair Dale (abstain)

#### **6. ELECTION OF CHAIRPERSON AND VICE CHAIR:**

Scott Friend, Community Development Director, explained that the election is usually held in January but it was decided to wait until more Commissioners are present.

Mr. Friend called for nominations for Chairperson 2019.

Commissioner Reyes nominated Commissioner Piffero as Chairperson for 2019.

Commissioner James seconded and all were in favor.

Chairman Piffero nominated Commissioner Dale for Vice Chairperson.

Commissioner James seconded and all were in favor.

## **7. USE PERMIT TO INCREASE RESIDENTIAL CAPACITY AT 810 RIO STREET**

Scott Friend, Community Development Director, reviewed the agenda report and explained that this is a public hearing to request to increase the capacity of an existing adult care facility from 8 to 16 persons max. Adult centers that are large require a conditional use permit and it is a requirement that a public hearing is held to make findings and establish conditions. This meeting was noticed to residences within 150 feet of the parcel, published in the Red Bluff Daily news, posted on the City's website and in the bulletin board outside of City Hall.

Commissioner Reyes asked and received clarification regarding parking spaces.

Chairperson Piffero opened the public hearing at 5:30 p.m.

Vice Chairperson Dale expressed concern that there are only six bedrooms downstairs for eight people and the 10'x10' living room seemed small.

Melissa Doege, applicant, explained that there are two bedrooms upstairs and six downstairs. There is a living room upstairs as well which is 23'x14'. The residents spend time in their rooms or in group therapy. They usually do not sit in the living rooms at the same time because they may be in therapy sessions onsite or offsite and some of the residents prefer to stay in their rooms where they have their own televisions.

An aide (name not given) explained that the residents are free to chose which living room they would like to use. The 10'x10' living room is a nice sitting area.

Vice Chair Dale received clarification that the water facility in the center of the downstairs would be taken out. He stated he hasn't noticed a parking problem; does the residents rely on public transportation?

Ms. Doege explained that she has another 16 bed facility which provides transportation to the Rio Street facility.

Commissioner James asked and received confirmation that the residents are ambulatory.

The aide explained that residents are transitioning into permanent housing; it is not a long term facility.

Commissioner Reyes asked and received confirmation that the stairwell is enclosed.

Vice Chair Dale motioned to close the public hearing at 5:37 p.m.

Vice Chair Dale motioned to adopt Resolution 02-2019, the Use Permit and the CEQA determination. Commissioner Reyes seconded the motion.

Ayes: Piffero, Dale, Reyes and James

Noes: None

Absent: Mollenkamp

## **8. SIGN REGULATION AMENDMENT; ADDITION OF DIGITAL DISPLAY SIGNS**

Scott Friend, Community Development Director, reviewed the agenda report and explained that this is a public hearing and the Commission will be asked to make a recommendation to the

City Council regarding digital display signs. The City's sign code does not allow for digital display signs and staff has received multiple requests to amend the code.

Chairperson Piffero opened the public hearing at 5:48 p.m.

The head of maintenance of the Seventh Day Adventist Church (no name given) stated the church's analog sign was vandalized and they have it pieced together. They would like to replace it with an electronic sign. He and the Chair of Seventh Day Adventist Church elementary school encouraged the Commission to pass the resolution to amend the City Code.

Mr. Friend explained the requirements of digital display signs: size, message movement (static), duration, placement etc.

Chairperson requested and received clarification of when digital signs need to come to the Planning Commission for approval; there are too many variables, people will complain.

Commissioner James explained that façade changes must go before the Planning Commissions and digital signs should be reviewed at that time; this would cover the downtown area.

Commissioner Reyes asked and received clarification that the Chamber is not included in the review.

Vice Chair Dale stated that the Chamber should only be included in a case by case basis. The Red Bluff Downtown Business Association should be included in this review.

Chairperson Piffero closed the public hearing at 6:15 p.m.

Chairperson Piffero moved to table the Resolution 01-2019 vote until the March 26 meeting.

Vice Chair Dale seconded the motion, and all were in favor.

## **9. STAFF / COMMISSION REPORTS AND COMMENTS**

Scott Friend, Community Development Director, reported that the City Manger would have a draft of the RFP for the General Plan Update on his desk by Friday. The housing element section of the general plan will be priority because the housing element is due for adoption in 2019.

Mr. Friend reported that in order to help with costs, and to avoid the unreliable postal system, staff would like to deliver the agenda reports electronically. For those who cannot receive reports electronically, staff will print a report on Friday before the meeting for pick up at City Hall. He asked if the Commission was willing to try electronic agendas and the Commission was receptive.

Mr. Friend reported that Commissioner Mollenkamp was reassigned to a different City and has been unable to attend the meetings.

Commissioner James asked and received clarification which account is funding the General Plan Update.

Chairperson Piffero asked and received clarification regarding the Uhaul freeway side façade. Mr. Friend stated he would bring it back to the March 26 meeting.

Mr. Friend reported that plans have not been received for the additional spaces other than Ross at the former Walmart building. The Grocery Outlet is moving into the old Staples building.

**10. ADJOURN:**

There being no further business, Chairperson Piffero adjourned the Planning Commission Meeting at 6:40 p.m. until the meeting of March 26, 2019 at 5:15 p.m.

/s/ Scott Friend  
Community Development Planner

## AGENDA REPORT



**TO: Honorable Chairperson and Planning Commissioners**

**FROM: Scott Friend, AICP, Community Development Director**

**SUBJECT: Resignation Acceptance and Planning  
Commission Appointment**

### **RECOMMENDED COMMISSION ACTION:**

Accept Commissioner Chris Mollenkamp's resignation and consider recommending to City Council an appointment to fill the vacancy on the Planning Commission or provide alternate direction to staff.

### **SUMMARY:**

Commissioner Chris Mollenkamp officially submitted a resignation letter to the Community Development Director dated February 15, 2019 (attached). Mr. Mollenkamp accepted a promotion with the company he works for and relocated to Southern California.

Staff received an application (attached) from Tyler Miranda after the last round of solicitations to fill vacancies on the various commissions and his application has been kept on file in case of a vacancy.

Advertisements were first published in the local newspaper for three consecutive weeks beginning October 25 and ending

November 8, 2017. Advertisements were published again for three consecutive weeks in December, resulting in two application submittals; Chris Mollenkamp for the Planning Commission and Jennifer Torres for the Parks and Recreation Advisory Commission.

Should the Planning Commission recommend to City Council to appoint Tyler Miranda and the Council approves, Mr. Miranda would complete the term Mr. Mollenkamp started (below).

**Planning Commission:**

One 3-year appointment, Term: 1/1/2018 to 12/31/2020  
Appointed Applicant: Chris Mollenkamp

**ATTACHMENTS:**

Resignation Letter  
Planning Commission Application

February 15, 2019

To: Scott Friend; Members of Red Bluff City Council; Members of Red Bluff Planning Commission  
City of Red Bluff  
555 Washington Street  
Red Bluff, CA 96080

Dear Scott et al;

I am writing to formally resign my position as a member of the Red Bluff Planning Commission. I have enjoyed the opportunity to serve the citizens of Red Bluff and am thankful for the opportunity provided to me.

I have accepted a promotion with my employer, [REDACTED] and will be transitioning from Red Bluff to southern California.

I wish you all continued success as you tackle the General Plan update.

Again, thank you for the opportunity to serve and best of luck to all of you in the future.

Thank You,

Chris Mollenkamp  
[REDACTED]  
[REDACTED]

CITY OF RED BLUFF

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

DATE 1/18/19 COMMISSION Planning

NAME Tyler Miranda

RESIDENCE ADDRESS \_\_\_\_\_

MAILING ADDRESS (if different from residence) \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

BUSINESS TELEPHONE NUMBER \_\_\_\_\_

OCCUPATION Realtor, property manager

WHAT QUALIFICATIONS DO YOU HAVE THAT WILL ASSIST THE COMMISSION OF YOUR CHOICE IN FULFILLING ITS FUNCTIONS?

B.S. Business Administration, Real Estate and Land Use  
Actively involved in all aspects of Real Estate  
Since 2005.

HAVE YOU SERVED ON ANY CITY OF RED BLUFF BOARDS, COMMITTEES, OR COMMISSIONS? YES \_\_\_\_\_ NO X

IF SO, PLEASE LIST THEM.

\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU RESEARCHED THE TIME COMMITMENTS ASSOCIATED WITH SERVING ON THIS COMMISSION? YES X NO \_\_\_\_\_

CAN YOU MEET THOSE COMMITMENTS? YES X NO \_\_\_\_\_

PLEASE COMMENT ON YOUR REASONS FOR SEEKING THIS APPOINTMENT.

I have lived in Red Bluff since childhood  
and would love to help assist in future growth  
and mediate current issues throughout the city.

  
Signature

**NOTE: State law requires that appointments to the various commissions and/or boards be considered by the City Council in open session and you will be asked to be present for an interview.**



## CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 Phone (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

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DATE: March 26, 2018

TO: Honorable Chairperson and Planning Commissioners  
Red Bluff, California

FROM: Scott Friend, AICP  
Community Development Director (contract)

**SUBJECT: 2018 GENERAL PLAN / HOUSING ELEMENT  
ANNUAL PROGRESS REPORT  
PLANNING COMMISSION RESOLUTION NO. 03-2019**

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### **PROJECT BACKGROUND**

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. 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) by April 1<sup>st</sup> of each year.

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 plans. 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.

## **PROJECT DESCRIPTION**

Attached is the City of Red Bluff 2018 General Plan / Housing Element Annual Progress Report (**Attachment A**). As discussed in the report, the City's General Plan is somewhat dated however, the City is in the process of updating the General Plan. City staff is currently working on the Request for Proposals for the General Plan update which is anticipated to be presented to the Planning Commission and the City Council in April. Staff anticipates that the actual work product to start sometime in the late summer or early fall of this year.

Also included in the 2018 General Plan / Housing Element Annual Progress Report is the Housing Element progress report. The outline for this report, which is based on a number of Excel tables, is provided by HCD and the City follows this outline. As shown in the report, the City had a total of 5 single family housing units and no multifamily units permitted in the 2018 calendar year.

Also shown in the HCD table is the City's progress towards meeting the 2014-2019 Regional Housing Needs Allocation (RHNA) and the City's progress towards completing the 2014-2019 Housing Element programs. The 2014-2019 RHNA is 323 units. Since the adoption of the 2014-2019 Housing Element, a total of 46 lower income residential units have been or are in the process of being developed

in the City. In addition, the City has seen 29 moderate income level units. The table below shows the RHNA by income levels and the progress towards meeting these goals since 2014. As shown, while the City has made progress in meeting its RHNA goal for lower- and moderate-income housing units, no progress towards the goal for very-low and above-moderate income units has been made.

<b>Income Level</b>	<b>RHNA by Income Level</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total Units to Date (all years)</b>	<b>Total Remaining RHNA by Income Level</b>
Very Low	73							73
Low	52	26			18	2	46	6
Moderate	61	1	1	4	20	3	29	32
Above Moderate	137							137
<b>Total Units</b>	<b>323</b>	<b>27</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>38</b>	<b>75</b>	<b>248</b>

**STAFF RECOMMENDATION**

That the Planning Commission:

- Adopt Resolution No. 03-2019 recommending approval and submittal to OPR and HCD of City of Red Bluff 2018 General Plan / Housing Element Annual Progress Report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Friend". The signature is stylized and cursive.

Scott Friend  
Community Development Director

Attachments:

- A. City of Red Bluff 2018 General Plan / Housing Element Annual Progress Report.
- B. Planning Commission Resolution



*City of Red Bluff*  
The Victorian City on the River - est. 1876

**2018 City of Red Bluff  
General Plan/Housing Element  
Annual Progress Report**

Submitted by:  
**City of Red Bluff**  
**Community Development Department**  
555 Washington Street  
Red Bluff, CA 96080

**March 2019**

**Attachment A**



**Department of Housing and  
Community Development**

**ANNUAL HOUSING ELEMENT PROGRESS REPORT**

City or County Name: City of Red Bluff

Mailing Address: 555 Washington Street, Red Bluff, CA 96080

Contact Person: Richard Crabtree Title: City Manager

Phone: 530-527-2605 FAX: 530-529-6878 E-mail: rcrabtree@cityofredbluff.org

Reporting Period by Calendar Year: from January 1, 2018 to December 31, 2018

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; 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 Manager on behalf of the City of Red Bluff, has reviewed the information provided in the forms and report contained herein, and certifies, the best of his knowledge, that the information herein is true and correct.

---

Richard Crabtree, City Manager

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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. 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 plans. 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 Red Bluff – Growth and the General Plan***

The various elements of City of Red Bluff General Plan were adopted by the City Council in the early 1990s. Since the plan's adoption, the City has sought to implement the programs contained in it. However, as has been the case for much of the recent past, the programs related to development have continued to be particularly difficult for the City of Red Bluff to implement due to the decline in developer application volume since the burst of the housing bubble in 2007. After a substantial increase in development and entitlement requests in 2006–2007, requests tapered in number afterwards. After relatively substantial residential development in 2017 of 38 units, the amount of residential development in 2018 decreased to five single family homes. However, commercial development remains fairly consistent over the last few years with some new construction such as the Cornerstone Bank and the reuse of existing structures such as the old Walmart building. The reasons for the increased interest in commercial development in Red Bluff are varied but are most likely related to the continuing recovery of the nation's economy and Red Bluff's geographical location on major regional transportation routes.

Due to the age of the existing General Plan, the City is currently in the processes of updating the General Plan. It is anticipated by the City, that a Request for Proposal to update the General Plan will be issued during the spring or summer of 2019 with the goal of initiation of the General Plan update by the late summer or fall of 2019. As such, a review of the individual goals and policies of the existing General Plan in this General Plan/Housing Element Annual Progress Report are considered unproductive and unnecessary as these goals and policies will likely be revised within the General Plan update.

***City of Red Bluff 2014–2019 Housing Element***

The City of Red Bluff 2014–2019 Housing Element (Housing Element) was adopted by the City Council on May 20, 2014. The Housing Element was certified by the California Department of Housing and Community Development on August 21, 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 Housing 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 Housing Element.

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

(CCR Title 25 §6202)

Jurisdiction	Red Bluff
Reporting Year	2016
Jan. - Dec.	Jan. - Dec.
	31

Note: + Optional field

Cells in grey contain auto-calculation formulas

Housing Development Applications Submitted (only categories relevant to the City's 2018 residential construction amounts are shown)												
Project Identifier	Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes						Total Approved Units by Project	Total Disapproved Units by Project	Streamlining
	2	3		5	6	7	8	9				
Current APN	Local Jurisdiction Tracking ID	Unit Category (SFD, SFD2, 4-5+ADU, etc)	Tenure (R-Owner, O-Owner)	Very Low Income Non-Deed Restricted	Low Income Deed Restricted	Moderate Income Non-Deed Restricted	Moderate Income Deed Restricted	Above Moderate Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 888913.4(p)? (SB 35 Streamlining)
029-211-018	22183	SFD	R	0	0	2	4	0	5	6	0	0
027-390-011	22180	SFD	O	0	0	1	1	0	1	1	0	No
031-310-040	22221	SFD	O	0	0	1	1	0	1	1	0	No
031-310-019	22342	SFD	O	0	0	1	1	0	1	1	0	No
029-224-002	22403	2 to 4	O	0	0	2	2	0	2	2	0	No
<b>Summary Row, Start Date Entry Below</b>												

**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

(CCR Title 25 §202)

Jurisdiction	Red Bluff
Reporting Year	2018 (Jan. 1 - Dec. 31)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
Please contact HCD if your data is different than the material supplied here.

		Regional Housing Needs Allocation Progress							Total Units to Date (all years)	Total Remaining RHNA by Income Level
		Permitted Units Issued by Affordability								
		1	2	3	4	5	6	7	8	
		RHNA Allocation by Income Level	2014	2015	2015	2017	2018	2019	2019	
Income Level										
Very Low	Deed Restricted	73								
	Non-Deed Restricted								73	
Low	Deed Restricted	52	26			18	2		46	
	Non-Deed Restricted								6	
Moderate	Deed Restricted	61	1			20	3		28	
	Non-Deed Restricted			1					32	
Above Moderate		137							137	
<b>Total RHNA</b>		<b>323</b>	<b>27</b>	<b>1</b>	<b>4</b>	<b>38</b>	<b>5</b>	<b>75</b>	<b>248</b>	

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
Cells in grey contain auto-calculation formulas

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	Red Bluff	
<b>Reporting Year</b>	2018	(Jan. 1 - Dec. 31)

**Table D**

**Program Implementation Status pursuant to GC Section 65583**

**Housing Programs Progress Report**

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.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
<p><b>Program HD.1.1</b> Monitor the supply of vacant land within the City limits through the use of the Land Use/Vacant Inventory Program.</p>	<p>Maintain a sufficient supply of land designated for residential development to meet the City's share of the regional housing need.</p>	<p>Ongoing</p>	<p>The City updates its inventory of vacant land on an annual basis using Tax accessory information, building permit records and the City's GIS database system. While it is helpful keeping the inventory current, there has never been a shortage of vacant residential land with infrastructure such that it requires a rezone of non-residential land, or annexation. Nevertheless, the program has proven to be an effective tool for ensuring that the City has an adequate supply of vacant residential land.</p>
<p><b>Program HD.1.2</b> Utilize State and Federal assistance to the fullest extent possible to develop affordable extremely low income households, lower income housing for families and Large Households, including farmworkers and persons with development disabilities possible to develop lower income housing for families, including farm workers.</p>	<p>Provide a sufficient number of affordable housing units to meet the needs of current Red Bluff residents and provide a fair share of the market area housing needs.</p>	<p>Distribute NOFA's Annually</p>	<p>The City has supported SHIPP low income housing with letters to USDA and acquired \$700,000 in HOME funding for First Time Home Buyers and low-income home rehabilitation loans, which can be used by farm workers. In late 2018, the City received an inquire for the support of a HOME funding to develop an affordable housing complex. This process is ongoing and is anticipated to come to fruition in 2019.</p>
<p><b>Program HD.1.3</b> The City of Red Bluff will assist the efforts of the Countywide Farm worker Housing Development Committee by providing input and support of initiatives addressing this problem. The City zoning encourages housing for a variety of farm worker needs such as allowing manufactured homes, second units and permitting farm labor housing for six or fewer in single family districts. The City will proactively reach out and assist potential developers of housing for farm workers including supporting funding applications.</p>	<p>Facilitate the provision of housing for farmworkers in the City of Red bluff and surrounding region.</p>	<p>Evaluate Zoning code by August 2016 to ensure ample opportunities for Housing for a variety of farm worker needs. Bi-annually identify potential developers and support funding applications.</p>	<p>The City reviewed building records, zoning code and other records as a part of the Community Development Department annual report. The City has maintained the zoning ordinance which allow for affordable housing types (e.g. allowing manufactured housing units, Accessory Dwelling units and permitting farm labor housing for six or fewer person in single family zoned districts). The City treats all housing development applications equally. The City received a request to support a HOME application in late 2018 for the development of affordable housing. This process is on-going and is anticipated to come to fruition in 2019. However, no affordable housing development applications were received by the City in 2018.</p>

<p><b>Program HD.1.4</b> Assist in identifying location of sites for possible acquisition by an affordable housing developer of assisted housing for large families and/or sites which could be considered for dormitory-style housing for migrant workers.</p>	<p>Support plans for well-designed lower income housing developments in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.</p>	<p>Annually</p>	<p>Through the City's GIS program, City staff maintain records of vacant land and buildings in the community. This information is shared with developers on request.</p>
<p><b>Program HD.1.5</b> Assist in the development of affordable housing by continuing to promote self-help housing developments within the City. Self-help housing is a Rural Housing Service funded housing program where future owner/resident provides labor towards the development of the units and/or assists in sharing the cost of building the units.</p>	<p>Support plans and programs for well designed lower income housing development in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.</p>	<p>Ongoing</p>	<p>The SHIPP single-family self-help subdivision, received City support, including subdivision map extension, expedited issuance of permits, and re-inspection without additional fees along with Numerous letters to the USDA for support and clarification of conditions expectations. Further, City staff continues to notify interested parties of self-help contacts and agents.</p>
<p><b>Program HD.1.6</b> Assist private sector with developing an outreach program aimed at increasing the supply of privately produced rental and ownership housing in a manner which may be more affordable to the end consumer. The program will include disbursement of information through brochures, advertising, workshops to affordable housing developers, appropriate agencies, and other interested parties. Information to be disbursed will relate to State and Federal housing finance/funding programs; Housing Element programs; existing zoning ordinance incentives for affordable housing, including density bonuses, second units, reduced single-family lot sizes, reduced parking for elderly, reduced fees and setbacks on-site or in areas of the City considered ideal for high-density housing.</p>	<p>Make maximum use of public and private resources to help meet identified housing needs.</p>	<p>Distribute NOFA's Annually</p>	<p>Although the City has not developed an official outreach program, prospective developers are put in contact with the City's Technical Advisory Committee (TAC). The TAC provides developers with information on buildable sites, land-use and building requirements and works to help developers identify a product that will meet the needs of Red Bluff residents. The Planning Department and Building Official also continuously disburses information relating to affordable housing and directs interested parties to those organization and/or agencies administering programs within the City, such as housing rehabilitation, self-help, and operation of affordable rental dwelling units.</p>

<p><b>Program HD.1.7</b> Encourage developers to apply for State and Federal low interest rate tax allocation credits to be used for the development of housing affordable to low and moderate income households, when funds are available. The City will periodically contact local developers and assist with development of housing affordable to lower income households including identification of sites, information on funding availability, support with funding applications, ensuring zoning facilitates development and assisting with local development applications processing. The City Council will also serve as a referral agency to provide local developers with any available information on government programs.</p>	<p>Encourage Low income development</p>	<p>Ongoing</p>	<p>No new applications for residential subdivisions or multifamily complexes were submitted to the city during 2018. However, the City uses State NOFA Schedules and notices the public hearings as a means to contact the local development community as well as regional developers. The State NOFA process allows Low Income projects to subsidize their costs and leverage their State and federal low interest rate Tax allocation credits, which are another form of available funding.</p>
<p><b>Program HD.1.8</b> Continue to utilize to the fullest extent possible, available Federal subsidies to residents through the Section 8 or subsequent rental assistance program. The Tehama County Housing Authority, in partnership with the Plumas County Community Development Commission, will provide information to residents on the use of any new housing assistance programs which become available.</p>	<p>Make Maximum use of public and private resources to help meet identified housing needs.</p>	<p>Ongoing</p>	<p>As of March 2013, there are 198 households receiving Housing Choice Vouchers in the City of Red Bluff, due to the success of this program it is up 100 households over the previous HE period. The Tehama County Housing Authority partnered with Plumas County Community Development Commission in 2009 to administer the program in an effort to reduce cost. It is evident that the cost savings associated with the partnership has allowed a greater number of Vouchers to be issued to households in the City of Red Bluff.</p>
<p><b>Program HD.1.9</b> Continue to support the emergency housing program operated by Tehama County and community organizations that provide emergency shelter for battered women and their children, and support the provision of transitional housing. The City is currently supporting efforts to acquire funding to purchase/rehabilitate facilities specifically for a transitional and/or homeless shelter.</p>	<p>Support plans and programs for emergency housing in areas appropriate to the needs of the population served.</p>	<p>Ongoing</p>	<p>There has been an emergency shelter for battered women and their children in the city of Red Bluff since 1994, which was expanded in 2010 due to state funding of which the City played an active role. This shelter expanded again in 2017 to add additional housing. While no applications for emergency homeless shelters were made to the city in 2018, the city participated in discussions with the county and service providers for the development of a homeless shelter funded by the county, on county-own property within the city boundaries. This process is on-going, and construction of the shelter is anticipated to begin in 2019. The city allows homeless shelters without a use permit in the M-2 zone and with a CUP in the M-1 zone in the city.</p>
<p><b>Program HD.1.10</b> Work in close cooperation with Tehama County to insure the orderly development of unincorporated lands adjacent to the City and; the consistency of land use policies and development standards in those areas</p>	<p>Ensure that new development located outside city limits does not adversely impact the character of existing neighborhoods in the City.</p>	<p>Ongoing</p>	<p>This is an ongoing process. In 2008 the City and Tehama County LAFCO finished the Municipal Service Review and the City County's Sphere of Influence was finally adopted. Planning Staff from the City and County periodically meet to discuss development in unincorporated areas adjacent to City limits. There were no requests for annexations in 2018.</p>

<p><b>Program HD.1.11</b> Work closely with qualified developers of new multifamily housing that includes affordable four and five bedroom units. The City will offer expedited review process and technical assistance for projects that include four and five bedroom units.</p>	<p>Support plans and programs for well designed lower income housing development in areas appropriate to the needs and desires of the constituent population and convenient to public transportation, shopping, recreation, and other community facilities.</p>	<p>Ongoing</p>	<p>City staff maintain records of vacant land and buildings in the community. This information is shared with developers on request. While no applications for multifamily development were submitted to the City in 2018, as a matter of practice, the City's Technical Advisory Committee (TAC) provides developers with information on buildable sites, land-use and building requirements and works to help developers identify a product that will meet the needs of Red Bluff residents as well as work through state and local regulation.</p>
<p><b>Program HD.1.12</b> In response to input and comment received during public hearings and public workshops, the City will review available parcels of land within Commercial Zoning districts every 2 years for potential rezoning opportunities that would accommodate a Homeless Shelter and M-2 Zoning based on the following Criteria: A) The available parcels may or may not have a structure erected upon the lot. B) The potential sites for a Homeless Shelter and M-2 rezoning shall not be any closer than 2,640 feet or a half mile to any type of school, as M-2 Zoned Land Uses conflict with children. C) The site must have access to available services and utilities. The results of the parcel search and the identified parcels that meet the criteria above shall be included in the same year's Annual Housing Element Report.</p>	<p>Expand opportunities for emergency shelter construction</p>	<p>Every 2 yrs. within the 2014-2019 Housing Element Cycle</p>	<p>Review of the City's commercial zoning districts indicate that there are sites with commercial zoning that would meet the stipulations presented in Program HH.1.12. While the following sites appear to meet Program HD.1.12 requirements, further investigation will be required at the time of actual rezoning to ensure that these sites are adequate for M-2 Zoning. The preliminary sites are: The preliminary sites are: APNs 027-410-43, 029-203-05, 029-264-22, 041-430-16, 041-050-20, 041-200-05, 041-360-38, 027-231-18, 029-203-07, 041-430-19, 041-050-29, 041-360-21, 041-200-01.</p>
<p><b>Program HD.1.13</b> In response to the passage of SB 745 and in order to correct and amend Ordinance 1022 the City or Red Bluff will work on amending the language in its zoning code to reflect the use of state language regarding supportive, transitional housing and target population as needed in order to be consistent with state statutes.</p>	<p>Revision of Zoning Ordinance to reflect state law for transitional and supportive housing</p>	<p>Within the first year of adoption of the Housing Element</p>	<p>The City revised the Zoning Ordinance to include supportive and transitional consistent with SB 745.</p>
<p><b>Program HD.1.14</b> The City of Red Bluff Technical Advisory Committee will review Section 25.217 of the Zoning Code (Number of Spaces Required) for smaller bedroom size unit(s) and or Studio unit(s) requirements by 2016 to determine if a reduction in spaces per said units would be warranted.</p>	<p>Determine the adequate parking requirements for smaller dwelling units</p>	<p>2016</p>	<p>The city requires one covered and one uncovered space per unit plus one space for every two units for multifamily complexes. No change in the space requirement has occurred since adoption of the program. However, the city does allow a reduction in parking requirements with approval by the Planning Commission. The city also revised the zoning ordinance in May 2018 to comply with the parking standards for ADUs as defined in Government Code § 65852.2</p>
<p><b>Program EC.1.1</b> Promote and encourage the "weatherization" program operated by the local Self Help Home Improvement Agency (SHHIP) and funded by Pacific Gas &amp; Electric.</p>	<p>Decrease the energy demand associated with residential development.</p>	<p>Ongoing</p>	<p>The City's building department encourages homeowners to access the SHHIP weatherization program and HOME Fund rehab program when repairs or improvement appear warranted. Further, as individuals interested in the weatherization program approach the City for information, City staff refer these individuals to the SHHIP or HOME Rehab program and PG&amp;E program.</p>

<b>Program EC.2</b> Encourage use of solar energy considerations in new residential construction.	Decrease the energy demand associated with residential development.	Ongoing	When applications for new residential development are submitted to the city, the city encourages the use of solar as a part of the application process. However, the city does not require this use. In any case, solar use has risen substantially in the last few years in the city. In 2018, the city issued 55 solar permits.
<b>Program EC.1.3</b> Promote and encourage tree planting to provide shade cooling in summer and the use of ground cover in new developments in lieu of concrete, rock, or asphalt.	Minimize passive solar gain during the summer months in order to reduce the energy consumption associated with air conditioning.	Ongoing	The City has a tree preservation and replacement ordinance and requires tree planting in all new development as part of the City's Design Review Guidelines. Further, the City amended its Design Review Guidelines to require a 50% shade canopy in parking lots and updated its Land Division Standards (LDS) to require tree planter strips between curbs and sidewalks.
<b>Program EC.1.4</b> The City shall obtain and keep on record the PG&E Solar program coordinator contact information for public distribution.	Decrease the energy demand associated with residential development.	Ongoing	The City has a copy of the PG&E Solar Program at the front counter with the coordinator contact information.
<b>Program EC.1.5</b> The City shall emphasize and promote tree planting of streetscapes every 30 feet on center as indicated in the City of Red Bluff Design Review Guidelines Section H Landscaping #9 for new streets and encourage replacement of those trees when unforeseen circumstances require their removal.	Decrease the energy demand associated with residential development and minimize passive solar gain during the summer months.	Ongoing	Projects are reviewed and conditioned to comply with the City's design review, zoning code and Land division Standards regarding street tree planting, these requirements have been found to reduce the urban heat island by cooling the overall community reducing electricity consumption from swamp coolers and Air Conditioners and to aid in the reduction of Global Warming Greenhouse Gas per Resolution 3-2013.
<b>Program MI.1.1</b> Continue the rehabilitation of substandard residential units using available subsidies for lower income residents (both owner and rental units).	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red Bluff is continually maintained or upgraded.	Ongoing	The City's Owner-Occupied Rehabilitation Program offers low interest rate loans for lower-income households. The HOME and CDBG fund monies have all been dispersed for 2018. The City anticipates applying for HOME and CDBG funding in the next year.
<b>Program MI.1.2</b> Continue code enforcement of the Housing and Fire Prevention Codes and Health and Safety Regulations by appropriate City Departments.	Continue to enforce the Housing and Fire Prevention Codes and Health and Safety Regulations.	Ongoing	Building and Fire departments respond promptly to building and fire code violations. This has compelled a number of landlords and property owners to remedy health and safety code violations.
<b>Program MI.1.3</b> Continue to make information available to residents regarding home rehabilitation programs. Increase public awareness of self-help and rehabilitation programs through an outreach program which could include distribution of brochures and canvassing of target neighborhoods.	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red Bluff is continually maintained or upgraded.	Ongoing	The City uses State NOFA Schedules and notices the public hearings as a means to contact and disseminate the CDBG funding and availability through the notice of new grant opportunities. The State NOFA process allows Low Income residents access to rehabilitation funding. Brochures about the program have been provided in the lobby at City Hall. Due to limited staffing levels, canvassing of neighborhoods was limited, public notices in the newspaper seem to be more effective as the target area is widened. The City, through its consultant, is applying for more CDBG funding.
<b>Program MI.1.4</b> Ensure the maintenance of residential areas by monitoring and periodically reviewing the City's capital improvement programs affecting Red Bluff's neighborhoods.	Ensure that the quality, safety, affordability, and livability of the housing stock in the City of Red bluff is continually maintained or up-graded.	Ongoing	Through the Annual budget process and with information provided as a result of infrastructure studies, the City continues to determine areas and facilities of greatest need and allocate funding to improve public facilities where the need is greatest with limited resources.

<p><b>Program RC.1.1</b> Periodically reexamine the zoning ordinance (e.g., every two years) for possible amendments to reduce housing construction costs without sacrificing basic health and safety considerations.</p>	<p>Ensure development fees do not unreasonably contribute to the cost of housing.</p>	<p>Ongoing</p>	<p>The City adopted a Planned Unit Development ordinance that permits flexibility in applying zoning code standards to help meet the needs of affordable housing projects. Fees are set by Council Resolution based on studies, Planning Department fees are among the lowest in Northern California. Example Preliminary Plan Review Cost \$265 and Design Review \$339. To this point, these fees have not been increased during the 2014-2019 Housing Element period.</p>
<p><b>Program RC.1.2</b> Periodically survey (e.g., every two years) other cities in Tehama County to ensure that local development fees do not become a constraint on housing production.</p>	<p>Ensure development fees do not unreasonably contribute to the cost of housing.</p>	<p>Ongoing</p>	<p>Fees are set by Council Resolution based on studies, Planning Department fees are among the lowest in Northern California. Example Preliminary Plan Review Cost \$265 and Design Review \$339. The City's fee structure remains comparable to other jurisdictions that serve the County's housing needs. The City has waived certain fees for Non-profit organizations that is utilized on an as needed basis. In all Development Impact fees were waived for a 1 year period with 2 yr. construction extension during this planning period.</p>
<p><b>Program RC.1.3</b> Evaluate zoning and land use regulations on an annual basis for ADA and fair housing compliance. The City will specifically ensure, establish and/or clarify the formal reasonable accommodation process encourages the development, maintenance and improvement of housing for persons with disabilities including minimizing public hearings and relaxing decision making criteria consistent with fair housing regulations.</p>	<p>Remove governmental constraints on the maintenance, improvement and development of housing, where appropriate and legally possible, to assist citizens with special needs, such as the elderly and persons with disabilities.</p>	<p>Annually</p>	<p>The City has adopted appropriate sections of the State Building Code that address ADA provisions.</p>
<p><b>Program AH.1.1</b> Deny condominium conversion of rental units when the City-wide vacancy factor is found to be less than three percent, defined as a "severe housing shortage." If the vacancy factor is more than three percent, the City may allow conversion of one-half the total number of rental units built that year to condominium units.</p>	<p>Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.</p>	<p>Ongoing</p>	<p>The City has received very few inquiries and no formal applications for the conversion of rental units to condominiums. None between 2014 and 2018. Under existing City codes, no more than 5% of rental stock can be converted annually. Conversions are subject to conditions issued under a conditional use permit and may be subject to tenant relocation recruitments. These factors serve to discourage conversions. Along with City staff communication and support to the California TAC Allocation Committee regarding at risk development, this program seems to function well.</p>
<p><b>Program AH.1.2</b> Provide and maintain a monitoring system with local non-profit housing development organizations to preserve assisted housing units that are eligible to be converted to market rate units in response to the expiration of assisted housing regulatory agreements with State and Federal housing agencies.</p>	<p>Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.</p>	<p>Ongoing</p>	<p>The City relies on the California Housing Partnership Corporation monitoring system that tracks projects that are at-risk. That entity also notifies the regional housing development non-profit serving Red Bluff of the at-risk project. This system is currently being utilized in preserving the affordability of Jackson Manor a 44 unit low income apartment complex.</p>

<p><b>Program AH.1.3</b> Pursue the use of local and State funds to preserve lower income housing opportunities in the City's mobile home parks.</p>	<p>Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.</p>	<p>Ongoing</p>	<p>There are two mobile home parks in the City, one of which is located in subdivision. The lots and the mobile homes in the subdivision are owned by the occupants. Given the ownership of the mobile homes in these parks, there are no preservation issues to be addressed.</p>
<p><b>Program AH.1.4</b> Continue to encourage the use of USDA, HUD, and other programs to maximize participation by low income multifamily housing owners and local residents in various Rental Assistance Programs.</p>	<p>Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.</p>	<p>Ongoing</p>	<p>There are currently 8 projects in the City that utilize USDA funding and four that utilize HUD funding. Combined these projects account for 571 of the City's 658 affordable low income and very low income multifamily units. However, the City has added 48 USDA supported very low and low income units developed during this planning period.</p>
<p><b>Program AH.1.5</b> Encourage affordable multifamily housing owners to retain and renew their USDA, HUD and other Rental Assistant Program contracts to preserve existing affordable housing within the City. Distribute notices of Funding Availability to owners; assist with preparation of funding applications; and promote public recognition with City Council Proclamations of Appreciation, distribution of positive press releases, and assistance publicizing and City Council and City staff attendance at "open house" for newly funded facilities.</p>	<p>Retain and conserve the existing supply of high quality housing affordable to low and moderate income households.</p>	<p>Preserve 46 units between 2014 and 2019.</p>	<p>The City does not have any at-risk units during the 2014-2019 planning period. For the 2019-2024 planning period, no at-risk units were identified, however, 46 units were considered to have a "lower risk of market rate conversion". The City has assisted at-risk units in the past in obtaining additional funding. However, as stated, currently there are no at-risk units in the city.</p>
<p><b>Program AH.1.6</b> The City will process an amendment to the Code that reflects Government Code 65915.</p>	<p>Update the City's Zoning code to include the state defined Density Bonus requirements</p>	<p>Within two years of the Housing Element adoption</p>	<p>The city amended the zoning code in May 2018 to comply with Government Code §65915.</p>
<p><b>Program EO.1.1</b> The City will update information annual regarding the Equal Housing Opportunity Program. This program will disperse information on fair housing laws, refers tenant complaints on discrimination, and acts as tenant advocacy organization. The City will continue to post regulations pertaining to equal housing opportunities at the front counter of City offices and will provide the library with copies of regulations.</p>	<p>Provide service to the community as the Fair Housing Information and referral Office</p>	<p>Annually</p>	<p>Several copies of equal opportunity housing brochures are free to the public in display racks in the public lobby at City Hall. The City also maintains an Equal Opportunity file at the City's front counter that contains regulations governing fair housing and non-discrimination requirements. As needed, City staff delivers copies of equal opportunity housing brochures to the Tehama County Library. As tenant complaints are received, those are pertinent to fair housing laws are referred to the California rural legal Assistance Office. Further, all City-assisted housing programs are required to notify participants of Equal Opportunity and non-discrimination policies and procedures.</p>

<p><b>Program EO.1.2</b> The City of Red Bluff will continue to inform residents of their rights under fair housing law by posting and maintaining notices throughout the community regarding the City of Red Bluff Planning Department as the Fair Housing Information and Referral Office at City Hall located at 555 Washington Street and at least two other public places within the city limits.</p>	<p>Provide service to the community as the Fair Housing Information and referral Office</p>	<p>Ongoing</p>	<p>Several copies of equal opportunity housing brochures are free to the public in display racks in the public lobby at City Hall. As needed, City staff delivers copies of equal opportunity housing brochures to the Tehama County Library.</p>
<p><b>Program EO.1.3</b> Refer known incidents of discrimination in lending practices and the sale or rental of housing to the Tehama County District Attorney and/or the California Rural Legal Assistance (CRLA) for action.</p>	<p>Provide service to the community as the Fair Housing Information and referral Office</p>	<p>Ongoing</p>	<p>As complaints are received, they are referred to the CRLA.</p>
<p><b>Program EO.1.4</b> The City will process an amendment to the Code to permit employee housing for up to six persons as a single-family residential use in residential zoning districts in conformance with Health and Safety Code Section 17021.5.</p>	<p>Revised code to be consistent with state law</p>	<p>Code amendment within one year of Housing Element adoption</p>	<p>The city amended the zoning code in May 2018 to comply with Government Code §17021.5.</p>
<p><b>Program E.O.1.5</b> The City Technical Advisory Committee will review the existing Family status and definition provided in the zoning code for consistency with state statutes. If the current definition in the zoning code is determined to be in conflict with state statutes than an ordinance remedying the conflict will be processed for adoption within the second year of the Housing Elements adoption.</p>	<p>Revised code to be consistent with state law</p>	<p>Within the first year of the Housing Element adoption the definition will be reviewed and within the second year it will be processed for Adoption.</p>	<p>The city amended the zoning code in May 2018 to comply with Government Code §17021.5.</p>

<b>Jurisdiction</b>	Red Bluff	
<b>Reporting Year</b>	2018	(Jan. 1 - Dec. 31)

<b>Entitled Units Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
<b>Total Units 44</b>		<b>0</b>

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

<b>Submitted Applications Summary</b>	
Total Housing Applications Submitted:	5
Number of Proposed Units in All Applications Received:	6
Total Housing Units Approved:	6
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

<b>Units Constructed - SB 35 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**PLANNING COMMISSION RESOLUTION NO. 03-2019**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE  
CITY OF RED BLUFF APPROVING THE SUBMITTAL OF THE  
2018 GENERAL PLAN/HOUSING ELEMENT ANNUAL  
PROGRESS REPORT TO THE STATE**

**WHEREAS**, California Government Code Section 65400(a)(2) mandates that the City to complete the General Plan/Housing Element Annual Progress Report, and;

**WHEREAS**, the Planning Commission of the City of Red Bluff, California held public meeting to consider the matter on March 26, 2019, and

**WHEREAS**, the City of Red Bluff, California did complete the necessary studies thereon, as provided by law.

**NOW THEREFORE BE IT RESOLVED,**

The Planning Commission of the City of Red Bluff recommends approves the submittal of the 2018 General Plan and Housing Element Annual Progress Report to the State of California.

The foregoing resolution was passed and adopted at a regular adjourned meeting of the Red Bluff Planning Commission held on **March 26, 2019** by the following vote:

AYES: Commissioners:

NOES: Commissioners:

ABSENT OR NOT VOTING: Commissioners:

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Scott Friend, Community Development  
Director

**PLANNING COMMISSION RESOLUTION NO. 01-2019**

**A RESOLUTION OF THE PLANNING COMMISSION OF  
THE CITY OF RED BLUFF RECOMMENDING TO THE  
CITY COUNCIL OF THE CITY OF RED BLUFF,  
APPROVAL OF THE RED BLUFF SIGN REGULATIONS  
AMENDMENT AND ASSOCIATED CEQA EXEMPTION.**

**WHEREAS**, Red Bluff Municipal Code Section 5.37 does authorize the amendment, modification, change or repeal of the Sign Regulations by Resolution of the City Council, and

**WHEREAS**, digital display signs are currently not recognized in the Sign Regulations of the City; and

**WHEREAS**, digital display signs are considered to be a use that requires compliance with city regulations; and

**WHEREAS**, the adoption of regulations to provide guidance for the use, placement and size of digital display signs is considered to be a benefit to the city, city residents and city businesses; and

**WHEREAS**, the Planning Commission of the City of Red Bluff, California held a duly noticed Public Hearing to consider the matter on February 26, 2019, as provided by law; and

**WHEREAS**, the revision was provided to the Red Bluff-Tehama County Chamber of Commerce for comments; and

**WHEREAS**, Sign Regulation Section 2 Definitions was revised to include a definition for digital display signs identifying the type, illumination, and timing of display; and

**WHEREAS**, Sign Regulation Section 7 Commercial and Industrial Zones was revised, with the exception of the H-C Zone, to allow the use of digital display signs in all commercial and industrial zones based on existing size and height regulations for each zoning district; and

**WHEREAS**, The Planning Commission determined that the proposed Sign Regulations Amendment is exempt from CEQA under Section 15061(b)(3), known as the “General Rule” as the Commission finds that it can be seen with certainty that there is no possibility that the proposed revisions to the City of Red Bluff Municipal Code would have a significant effect on the environment.

**NOW THEREFORE BE IT RESOLVED**, that the Planning Commission of the City of Red Bluff does hereby recommend to the City Council of the City of Red Bluff, approval of the Red Bluff Municipal Code Amendment and associated CEQA Exemption.

The foregoing resolution was passed and adopted at a regular adjourned meeting of the Red Bluff Planning Commission held on **March 26, 2019** by the following vote:

AYES: Commissioners

NOES: Commissioners

ABSENT OR NOT VOTING: Commissioners



## CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 Phone (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

Date: February 26, 2019

To: Honorable Chairman and Members of the  
Planning Commission

From: City of Red Bluff Community Development  
Department  
Scott Friend, AICP – Community Development  
Director

**SUBJECT: CITY OF RED BLUFF SIGN REGULATIONS  
AMENDMENT; ADDITION OF DIGITAL  
DISPLAY SIGNS  
PLANNING COMMISSION RESOLUTION NO.**

**01-2019**

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### **BACKGROUND**

In December 2018, city staff received a letter requesting that the City consider use of digital display signs in the city. Staff was directed by the City Manager to begin the amendment process to revise the Red Bluff Sign Regulations to include the use of digital display signs in the city and present this amendment to the Planning Commission for discussion and possible recommendation of approval to the City Council.

The revision to the Red Bluff Sign Regulations is included as **Attachment A – Sign Regulations Revision** in a strikethrough/underline version. The following is a discussion of the proposed changes.

## **DISCUSSION**

**Attachment A** presents the draft text of the proposed action to allow digital display signs in certain zoning districts within the City. As presented, digital display signs would be allowed all commercial and industrial zoning districts as either a wall/window sign (limited to 75 square feet) or a free-standing sign (limited to the existing size requirements for that district).

For both the digital display wall/window and free-standing signs, animated or full-motion displays are not permitted, and message duration is set at a minimum of eight seconds. Finally, the brightness of the sign should be limited to 0.3 foot-candles which is a generally adopted industry standard for this type of display type.

## **CEQA**

Staff recommends that the Planning Commission determine that the proposed Municipal Code Amendment(s) to be regarding digital display signs to be categorically exempt pursuant to CEQA Guidelines Section 15061(b)(3) as it can be seen with certainty that there is no possibility that the proposed revisions to the City of Red Bluff Municipal Code would have a significant effect on the environment, and therefore the proposed revision is not subject to CEQA. A

Notice of Exemption was prepared for this project and has been included with this staff report as **Attachment B**.

## **CONCLUSION / RECOMMENDATION**

Staff requests that the Planning Commission consider the proposed revisions to the Municipal Code and recommend changes, if necessary. If no changes are considered necessary, staff recommends that the Planning Commission recommend for approval to the City Council, the Amendment(s) to the Red Bluff Municipal Code, as contained herein, through adoption of Planning Commission Resolution #01-2018 (**Attachment C**). Staff also recommends that the Planning Commission recommend for approval to the City Council, adoption of the Notice of Exemption (**Attachment B**) prepared for the proposed action.

## **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission take the following action:

1. Move to adopt Resolution No. 01-2019 recommending for approval to the City Council an Amendment to the Red Bluff Sign Regulations for the inclusion of digital display signs as presented herein and approval of the Categorical Exemption as presented.

Respectfully Submitted,



Scott Friend, AICP  
Community Development Director

Attachments:

A – Municipal Code Amendment - strikethrough/underline  
version

B – Notice of Exemption

C – Planning Commission Resolution 01-2019

Changes are in underline/strikethrough form. Underlined text means the text is being added and struck through text means that text is being deleted.

Section 2:

## Definitions

### DISPLAY SURFACES

means as defined in the Uniform Sign Code adopted by the City of Red Bluff.

### DIGITAL DISPLAY SIGNS

means signs which use technologies such as LCD, LED and Projection to display content such as digital images, video, streaming media, and information.

Any digital displays shall display unanimated images and/or copy. For the purposes of this section, unanimated images and/or copy shall be defined as those which are changed no more than once per eight (8) seconds.

Digital displays shall not be brighter than the illumination limit recommended by the International Sign Association (ISA) for Electronic Message Center signs, or 0.3 footcandles above ambient light when measured at the recommended distance as set forth by the ISA. Digital display signs shall be equipped with a photocell, timer, or other similar device which automatically dims the display during nighttime hours to prevent glare impacts to motorists.

### FREE-STANDING SIGN

means a sign not attached to any building and having its own support structure.

Section 7:

## Commercial and Industrial Zones

- A. Signs for residential uses are permitted as provided in Section 6.
- B. The following signs are permitted within the Neighborhood Business (C-1) zone district.
  - 1. Wall/window Signs:
    - 1. The maximum area of all display surfaces on a building shall not exceed 20% of the building face area and shall not exceed 75 square feet.
    - 2. No portion of the sign shall extend above the second story.
    - 3. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation.
  - 5. Free Standing Signs:
    - 1. One sign per parcel.
    - 2. The sign shall not exceed 4 feet in height.
    - 3. No single display surface shall exceed 24 square feet.
    - 4. The total of all display surfaces shall not exceed 48 square feet.
    - 5. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation.
- C. The following signs are permitted in the Central Business (C-2) and Historic Commercial (H-C) zoning districts.

1. Wall/window Signs:
  1. The maximum area of all display surfaces on a building shall not exceed 25% of the building face area.
  2. No portion of the sign shall extend above the second story.
  3. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation. The maximum area for a digital display sign shall not exceed 75 square feet.
  
4. Free-Standing Signs:
  1. One sign per parcel frontage. Two signs on a single parcel frontage are allowed when approved by the Planning Commission.
  2. The sign shall not exceed 25' in height.
  3. No single display surface shall exceed 96 square feet.
  4. The total of all display surfaces shall not exceed 192 square feet.
  5. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation.
  
- D. The following signs are permitted within the General Commercial (C-3), Freeway-Oriented Commercial (F-C), Light Industrial (M-1), General Industrial (M-2), Airport District (AV) and Planned Industrial (P-I) zoning districts.
  1. Wall/window Signs:
    1. The maximum area of all display surfaces on a building shall not exceed 25% of the building face area.
    2. No portion of the sign shall extend above the second story.
    3. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation. The maximum area for a digital display sign shall not exceed 75 square feet.
  
  5. Free-Standing Signs:
    1. One sign per parcel frontage. Two signs on a single parcel frontage are allowed when approved by the Planning Commission
    2. The sign shall not exceed 40' in height. In an AV District, the height shall not exceed 20'.
    3. No display surface to exceed 240 square feet.
    4. The total of all display surfaces shall not exceed 480 square feet.
    5. Reader board signs not to exceed 150 square feet for a single display surface or 300 feet for a double display surface. Square footage of reader boards shall not be included in the computation of total square footage limits for free-standing signs.
    6. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation.
    7. Signs in a P-I district shall comply with the following:
      1. No sign or signs, advertising displays or devices, shall be displayed to public view on any lot until plans showing the size, style, nature, design and location of such signs or advertising displays or devices have been submitted to and approved in writing by the Planning Commission.
      2. No sign shall be permitted or displayed to public view other than the following: Those identifying the name, business or products of the person or firm occupying the premises, and those offering the premises for sale or lease. Free-standing signs shall not exceed 8' in height.

3. No sign shall be permitted, constructed, placed, painted and maintained on the roof or any portion of the roof. Attached advertising signs shall not project above the topmost point of the building wall on which it is installed, placed, constructed or permitted.

F. Freeway Oriented Signs

1. If only one business places its message on a sign structure, no display surface area shall exceed 240 square feet, and the total area of all display surfaces shall not exceed 480 square feet. If more than one business places its message on a sign structure, no display surface area shall exceed 360 square feet, and the total area of all display surfaces shall not exceed the product of 480 square feet times the number of businesses placing their messages on the sign structure.
2. Freeway-Oriented Signs are allowed up to a maximum height of 65 feet. See also the definition of HEIGHT OF SIGN in Section 2 and Sign Aesthetic Guidelines in Section 5 of these regulations.
3. Digital display signs pursuant to the display requirements defined in the Section 2 Definitions of this regulation.

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# NOTICE OF EXEMPTION

CEQA: California Environmental Quality Act

To:  Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814

County Clerk  
County of Tehama  
P.O. Box 250, Red Bluff, CA 96080

From: City of Red Bluff  
555 Washington St.  
Red Bluff, CA 96080

**Project Title:** CITY OF RED BLUFF SIGN REGULATIONS AMENDMENT; ADDITION OF DIGITAL DISPLAY SIGNS TO SIGN REGULATIONS

**Project Location - Specific:** Citywide  
- **City:** Red Bluff  
- **County:** Tehama

**Description of Nature, Purpose, and Beneficiaries of Project:**

Revision of the City Sign Regulations to allow the use of digital display signs in the city.

**Name of Public Agency Approving Project:** City of Red Bluff

**Name of Person or Agency Carrying Out Project:** City of Red Bluff

- Ministerial (Sec. 21080 (b) (1); 15268);
- Declared Emergency (Sec. 21080 (b) (3); 15269 (a) );
- Emergency Project (Sec. 21080 (b) (4); 15269 (b) (c) );
- Categorical Exemption. Type and Section Number: Section 15061(b)(3).
- Statutory Exemption. Code Number: Section xxxxxxxxxxxx

**Reasons why project is exempt:**

The City of Red Bluff City Council has determined that this project is exempt from CEQA as it can be seen with certainty that there is no possibility that the proposed revisions to the City of Red Bluff Sign Regulations would have a significant effect on the environment. Therefore, the project is exempt pursuant to CEQA Guidelines Section 15061(b)(3).

**Lead Agency Contact Person:** Scott Friend; Community Development Director

**Area Code/Telephone/Extension:** (530) 527-2605, Extension 3059.

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

\_\_\_\_\_  
Signature: \_\_\_\_\_ Date \_\_\_\_\_ Title Community Development Director

Signed by Lead Agency Date Received for Filing At OPR: \_\_\_\_\_

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**PLANNING COMMISSION RESOLUTION NO. 01-2019**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF RED BLUFF  
RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF RED BLUFF,  
APPROVAL OF THE RED BLUFF SIGN REGULATIONS AMENDMENT AND  
ASSOCIATED CEQA EXEMPTION.**

**WHEREAS**, Red Bluff Municipal Code Section 5.37 does authorize the amendment, modification, change or repeal of the Sign Regulations by Resolution of the City Council, and

**WHEREAS**, digital display signs are currently not recognized in the Sign Regulations of the City; and

**WHEREAS**, digital display signs are considered to be a use that requires compliance with city regulations; and

**WHEREAS**, the adoption of regulations to provide guidance for the use, placement and size of digital display signs is considered to be a benefit to the city, city residents and city businesses; and

**WHEREAS**, the Planning Commission of the City of Red Bluff, California held a duly noticed Public Hearing to consider the matter on February 26, 2019, as provided by law; and

**WHEREAS**, Sign Regulation Section 2 Definitions was revised to include a definition for digital display signs identifying the type, illumination, and timing of display; and

**WHEREAS**, Sign Regulation Section 7 Commercial and Industrial Zones was revised to allow the use of digital display signs in all commercial and industrial zones based on existing size and height regulations for each zoning district; and

**WHEREAS**, The Planning Commission determined that the proposed Sign Regulations Amendment is exempt from CEQA under Section 15061(b)(3), known as the "General Rule" as the Commission finds that it can be seen with certainty that there is no possibility that the proposed revisions to the City of Red Bluff Municipal Code would have a significant effect on the environment.

**NOW THEREFORE BE IT RESOLVED**, that the Planning Commission of the City of Red Bluff does hereby recommend to the City Council of the City of Red Bluff, approval of the Red Bluff Municipal Code Amendment and associated CEQA Exemption.

The foregoing resolution was passed and adopted at a regular adjourned meeting of the Red Bluff Planning Commission held on **February 26, 2019** by the following vote:

Chairman Piffero motioned to table until March 26, 2019 after the Downtown Red Bluff Business Association reviews and Vice Chair Dale seconded.

AYES: Commissioners Piffero, Dale, Reyes and James

NOES: Commissioners None

ABSENT OR NOT VOTING: Commissioners Mollenkamp (absent)

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Scott Friend, Community Development Director