



TOWN OF PARADISE

5555 SKYWAY • PARADISE, CALIFORNIA 95969-4931

TELEPHONE (530) 872-6291 FAX (530) 877-5059

www.townofparadise.com

Planning Commission Staff:

Craig Baker, Community Development Director
Susan Hartman, Assistant Planner

Planning Commission Members:

Stephanie Neumann, Chair
Anita Towslee, Vice Chair
James Clarkson, Commissioner
Ray Groom, Commissioner
Vacant, Commissioner

PLANNING COMMISSION AGENDA

6:00 PM – February 20, 2018

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact Community Development Director Baker, at 872-6291 ext. 111 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Presiding Clerk.

Members of the public may address the Planning Commission on any agenda item, including closed session. If you wish to address the Planning Commission on any matter on the Agenda, it is requested that you complete a "Request to Address Council/Commission" card and give it to the Presiding Clerk prior to the beginning of the Council Meeting. All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Planning Commission within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk or Community Development Services Department located at 5555 Skyway, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ROLL CALL

1. APPROVAL OF MINUTES

1a. Approve Regular Meeting Minutes of December 14, 2017.

2. SWEARING IN OF NEWLY APPOINTED PLANNING COMMISSIONER

2a. Swear in of newly appointed Planning Commissioner Kim Morris.

3. COMMUNICATION

3a. Recent Council Actions

3b. Staff Comments

4. PUBLIC COMMUNICATION

Comments are limited to a maximum of five minutes duration. If more time is needed, please request staff to place the subject on an agenda for a future Commission meeting.

*** PUBLIC HEARING PROCEDURE ***

- | | |
|-----------------------------------|--------------------------------|
| A. Staff comments | C. Close hearing to the public |
| B. Open the hearing to the public | D. Commission discussion |
| 1..Project applicant | E. Motion |
| 2.Parties for the project | F. Vote |
| 3.Parties against the project | |
| 4.Rebuttals | |

NOTE: Pursuant to Planning Commission Resolution No. 96-001, any person may speak before the Commission regarding the matter under consideration for a maximum of five minutes unless granted additional time by the Chair. "In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Community Development Dept., at 872-6291 at least 48 hours in advance of the meeting."

5. CONTINUED PUBLIC HEARING - None

6. PUBLIC HEARINGS

- 6a. **ACHIEVE CHARTER SITE PLAN REVIEW (PL17-00319)**
APPLICATION: Request for Town approval of a Site Plan Review Permit application to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) upon a +/-1.91 acre property zoned Community Services and located at 5850 Clark Rd in Paradise. (AP No. 054-290-040).

7. OTHER BUSINESS

- 7a. Acceptance and referral of the Planning Commission Annual Report for calendar year 2017 to the Town Council regarding the present implementation status of the 1994 Paradise General Plan Housing Element.

8. COMMITTEE ACTIVITIES

9. COMMISSION MEMBERS

- 9a. Identification of future agenda items (All Commissioners/Staff)

10. ADJOURNMENT

STATE OF CALIFORNIA)	SS.
COUNTY OF BUTTE)	
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date:	
<hr/>	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	



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www.townofparadise.com

PLANNING COMMISSION SPECIAL MEETING MINUTES

December 14, 2017

6:00 PM

CALL TO ORDER by Chair Neumann at 6:00 p.m. who led the Pledge of Allegiance to the Flag of the United States of America.

COMMISSIONERS PRESENT: James Clarkson, Ray Groom, Anita Towslee and Stephanie Neumann Chair.

1. APPROVAL OF MINUTES

- 1a. **MOTION by Towslee, seconded by Groom**, approved the Regular Minutes of November 21, 2017 Planning Commission meeting. Roll call vote was unanimous.

2. APPOINTMENT OF PLANNING COMMISSION VICE CHAIR FOR THE 2017/2018 FISCAL YEAR

- a. Appointment of Vice-Chair

Chair Neumann opened the nomination for Vice Chair. Commission Clarkson nominated Anita Towslee to serve as Vice Chair.

MOTION by Neumann, seconded by Groom, to close the nominations for Vice Chair. All present voted unanimously to close the nomination.

The Commissioners appointed Anita Towslee to serve as Vice Chair to complete the term ending June 30, 2018. Roll call vote was unanimous.

3. PUBLIC HEARING

- 5a. Consider adopting the required findings as provided by staff and approve the Capay Hops Factory site plan review application (PL17-00255) to establish a 21,747 square foot agricultural processing facility producing clean-stock hop plant tissue culture within an existing 68,799 industrial building space (Capay Hops Factory).

Planning Director Baker provided the Planning Commission with a brief overview of the proposed project. Staff recommends conditional approval of the project.

Chair Neumann opened the public hearing at 6:08 p.m.

1. Ciaran McCarthy, project applicant, presented an overview of the proposed project, the process used to prepare and propagate the hops and the benefits to the hops industry and the Town of Paradise.
2. Dave Heinke, neighbor to proposed project, asked if there would be any drainage from the project since there are organic grapes next door and would not want to compromise the crop.
3. Mr. McCarthy explained that the entire production would be contained indoors.

Chair Neumann closed the public hearing at 6:22 p.m.

MOTION by Clarkson, seconded by Groom to adopt the required findings as provided by staff and approved the Capay Hops Factory site plan review application (PL17-00255) to allow the establishment of an agricultural processing facility (Capay Hops Factory) subject to the following conditions. Roll call vote was unanimous.

GENERAL CONDITIONS

1. If any land use for which a site plan review permit has been granted and issued is not established within three years of the site plan review permit's effective date, the site plan review permit may become subject to revocation by the Town of Paradise.
2. Any new outside light fixtures associated with the project shall be designed to not exceed a height of sixteen feet above finished grade and shall be shielded to prevent the direct projection of light onto adjoining and nearby properties.

CONDITIONS TO BE MET PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY

3. Meet the requirements of the Town Building Official/Fire Marshal regarding issuance of necessary permits authorizing project construction activity in accordance with all applicable town-adopted construction and Fire Code requirements in accordance with the project review memorandum from Building Official/Fire Marshal Tony Lindsey dated November 10, 2017 and on file in the Town Community Development Department. **NOTE:** Required clearance of flammable vegetation shall not apply to existing introduced and maintained landscaping.
4. Meet the requirements of the Town Wastewater Division in accordance with the Onsite Land Use Review letter dated October 11, 2017 and any necessary evaluation of the wastewater disposal system serving the property. Provide material evidence thereof to the Town Building Safety Services Division.
5. Meet the requirements of the California State Board of Equalization regarding obtaining a seller's permit and provide evidence thereof to the Town Community Development Department.
6. Secure Town of Paradise design review approval for any new business signs.

CONDITIONS OF LAND USE OPERATION

7. Hours of operation for the proposed agricultural processing facility land use shall be limited to from 8:00 a.m. to 6:00 p.m., Monday through Friday.
8. All activities associated with the agricultural processing facility shall be conducted in compliance with the Town of Paradise Noise Control Ordinance.

OTHERS

9. Minor changes to the interior and/or exterior design of the project may be approved administratively by the Town Planning Director upon submittal of a written request for such changes, if the requested changes are consistent with the overall intent of the project, its environmental document and its approval action. Any requested changes deemed by the Planning Director to be major or significant shall require a formal use permit modification review by the Planning Commission and the payment of the appropriate processing fees.

Mr. Baker stated that an appeal of the Planning Commission's decision can be made within seven (7) days of the decision date to the Town Council.

4. ADJOURNMENT

Chair Neumann adjourned the meeting at 6:27 p.m.

Date Approved:

By: _____

Stephanie Neumann, Chair

Attest:

Dina Volenski, CMC, Town Clerk

**TOWN OF PARADISE PLANNING COMMISSION
PLANNING STAFF REPORT
MEETING DATE: February 20, 2018**

FROM: Susan Hartman, CDD Manager/Assistant Planner
SUBJECT: Achieve Charter Site Plan Review Application (PL17-00319)
DATE: February 12, 2018

AGENDA NO. 6(a)

AP 054-290-040

GENERAL INFORMATION:

Applicant: Achieve Charter School (Casey Taylor)
771 Elliott Rd
Paradise, CA 95969

Location: 5850 Clark Rd

Requested Action: Request for Town approval of a Site Plan Review Permit application to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) upon a +/-1.91 acre property zoned Community Services and located at 5850 Clark Rd in Paradise (AP No. 054-290-040).

Purpose: To provide alternative educational opportunities for high school students.

Present Zoning: Community Services (CS)

General Plan Designation: Community Service (CS)

Existing Land Use: Religious assembly (Calvary Baptist Church) and vacant parochial classrooms.

Surrounding Land Use:

North:	Nunneley Road
East:	Golden Oaks Road
South:	Automotive repair and residential
West:	Clark Road

Parcel size: +/-1.91 acres

Environmental Determination: Categorical Exemption – CEQA Guidelines Section 15301 (Class 1)

Other: An appeal of a Planning Commission’s decision can be made within 7 (seven) days of the decision date.

NOTE: THE APPLICANT OR A REPRESENTATIVE SHOULD BE IN ATTENDANCE OR THE PLANNING COMMISSION MAY NOT TAKE ACTION ON THIS APPLICATION.

SPECIAL INFORMATION:

The project applicant, Achieve Charter School, is requesting Town of Paradise site plan review permit application approval for the establishment of an educational facility (Achieve Charter High School) to provide high school education for up to 125 students within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) upon a +/-1.91 acre property located at 5850 Clark Rd in Paradise owned by Calvary Baptist Church. The available classroom space was last occupied by Champion Christian School. The use of the space as an educational facility, as defined by the Paradise Municipal Code (PMC), is potentially permitted in the Community Services (CS) zone with the issuance of a site plan review permit.

The project site is currently improved with the existing Calvary Baptist Church, the vacant classroom and gymnasium space proposed to be occupied by Achieve Charter High School, a partially paved and gravel parking facility and an on-site wastewater disposal system. Access to and from the site is provided through two driveway encroachments; one on Nunneley Road and the other on Golden Oaks Road, both public streets.

The proposed services would include the operation of a public charter high school, starting with only 9th grade students for the 2018/19 term, operating from 6:00 a.m. to 6:00 p.m. Monday through Friday with typical school holidays and closures. Achieve will also be utilizing the leased space for up to three Saturdays during the school term. Staffing will consist of a maximum of 15 faculty and staff for the 2018/19 school term. The current one-year lease between Achieve Charter School and Calvary Baptist Church is through June 30, 2019.

The existing vacant classroom and gymnasium space, proposed to be occupied by Achieve Charter High School, will require some cosmetic improvements as well as minor interior alterations for ADA (Americans with Disabilities Act) compliance. All construction will be interior with no proposed expansion to the footprint of the existing buildings. All required work will be completed prior to the beginning of the school term in August 2018.

ANALYSIS:

The proposed educational facility land use is enumerated as a potentially permitted land use within the CS zoning district subject to town approval of a site plan review permit. Parking demand for the proposed use is expected to be minimal, primarily just for staff as 9th grade students are not of driving age and will be dropped off, and can easily be accommodated within the existing on-site parking facility, particularly since the majority of Calvary Baptist Church activities occur on Sundays with only a few hours of overlap on Tuesdays where up to 12 church members meet for various groups and studies and will utilize the shared parking facility.

Wastewater division staff have granted land use review approval, indicating that the estimated wastewater flows generated by the proposed educational facility can be accommodated by the

existing on-site wastewater disposal system.

The project has received favorable responses from other commenting agencies and, If conditioned prudently, appears to be a reasonable location for the establishment of the proposed educational facility, partly due to the long history of school classrooms that have existed at that site since the 1960s. In addition, the design and function of the project can be conditioned to be in compliance with all applicable zoning regulations and can be found to be consistent with applicable Paradise General Plan policies.

ENVIRONMENTAL REVIEW:

As a project involving only interior changes of an existing structure, the project belongs to a class of projects that can be determined to be categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301 (Class 1) of the CEQA Guidelines.

ANALYSIS CONCLUSION:

After reviewing the existing environmental setting and circumstances associated with this application request, it is staff's position that the requested site plan review permit application is reasonable and appropriate. Staff has developed several recommended conditions of project approval to insure project compatibility with adjacent and nearby land uses. Therefore, staff endorses Planning Commission approval of the Achieve Charter School site plan review permit application, based upon and subject to the following recommended findings and conditions of project approval:

FINDINGS REQUIRED FOR APPROVAL:

1. Certify the Planning Director's determination that the proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301 (Class 1) of the State CEQA Guidelines.
2. Find that the project, **as conditioned**, is consistent with the goals and policies of the Paradise General Plan because the project will result in the establishment of a land use on property that is conditionally zoned for such use and will provide a beneficial educational service within an existing structure suitable for such use.
3. Find that the project, **as conditioned**, is in compliance with all applicable regulations of the Community Services zoning district.
4. Find that adequate infrastructure is currently in place to serve the proposed project.

5. Find that the project, as conditioned, will not detrimentally affect existing plant and animal life in the project vicinity for the following reasons:
 - a. The project is located within an area that has been altered from its natural state by long-established commercial and residential land uses and public infrastructure;
 - b. No known outstanding wildlife habitat exists in the immediate project vicinity; and
 - c. No known rare or endangered plants are known to exist in the immediate project vicinity.

STAFF RECOMMENDATION:

After closure of the scheduled public hearing, **adopt the findings provided by staff and approve the Achieve Charter School site plan review permit application** (PL17-00319) authorizing the establishment of an educational facility (Achieve Charter High School) to provide educational services to approximately 125 or fewer enrolled students. Services would be provided within an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) on property located at 5850 Clark Rd in Paradise, subject to the following conditions:

GENERAL CONDITIONS OF SITE PLAN REVIEW PERMIT APPROVAL

1. If any land use for which a site plan review permit has been granted and issued is not established within three years of the site plan review permit's effective date, the site plan review permit may become subject to revocation by the Town of Paradise.
2. Secure Town of Paradise design review approval for any new business or identification signs prior to the establishment of such signs.
3. Secure annual fire prevention inspections from the Town Fire Marshal in accordance with the California Code of Regulations Title 19 Public Safety.
4. Minor changes to the nature or function of project-related activities may be approved administratively by the Town Planning Director upon submittal of a written request for such changes, if the requested changes are consistent with the overall intent of the project and its approval action. Any requested changes deemed by the Planning Director to be major or significant shall require a formal site plan review permit modification review and the payment of the appropriate processing fees. No changes affecting wastewater flow shall be considered without prior consultation with the Onsite Division.

CONDITIONS TO BE MET PRIOR TO OCCUPANCY AS AN EDUCATIONAL FACILITY

FIRE PROTECTION

5. Establish and maintain compliance with all requirements of the Town Building Official/Fire Marshal in accordance with the written comments dated January 18, 2018 for the Achieve Charter site plan review permit application (copy on file with the Town Development Services Department).

SITE DEVELOPMENT

6. Meet the requirements of the Town Building Official/Fire Marshal regarding submittal of any plans, building permit applications, and all applicable Town adopted building code requirements.

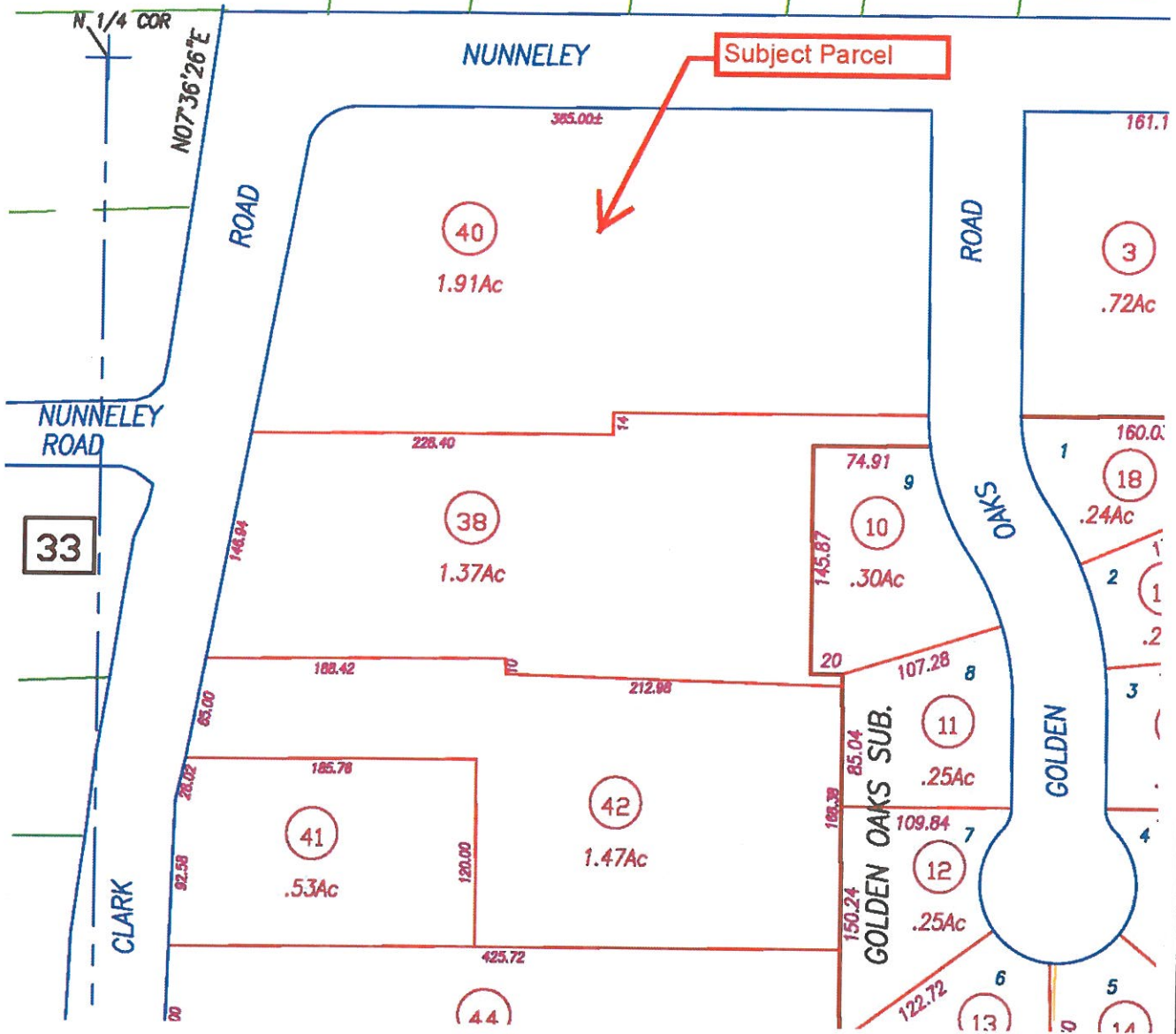
CONDITIONS OF LAND USE OPERATION

7. Hours and days of operation for the educational facility shall be limited to from 6:00 a.m. to 6:00 p.m., Monday through Friday with additional use of the facility up to three Saturdays during the school term.
8. Maintain the project site in an orderly manner free of debris and litter.
9. Services provided by Achieve Charter High School on the project site shall be limited to 125 students.
10. All activities associated with operation of the educational facility shall be conducted in compliance with the Town of Paradise Noise Ordinance regulations found in Paradise Municipal Code Chapter 9.18.

LIST OF ATTACHMENTS FOR ACHIEVE CHARTER SITE PLAN REVIEW APPLICATION (PL17-00319)

1. Project site vicinity map
2. Notice sent to surrounding property owners and the Paradise Post for the February 20, 2018 public hearing
3. Mailing list of property owners and agencies notified of the February 20, 2018 public hearing
4. Comments received from Building Official/Fire Marshal Tony Lindsey dated January 18, 2018
5. Comments received from Onsite Sanitary Official Bob Larson dated January 31, 2018
6. Comments received from Paradise Irrigation District representative Neil Essila dated January 25, 2018
7. Comments received from Town Engineer Marc Mattox on January 31, 2018
8. Comments received from Paradise Police Chief Gabriela Tazzari-Dineen on January 18, 2018
9. Completed site plan review permit application submitted by Achieve Charter School on January 16, 2018
10. Project description submitted by the Achieve Project Manager, Chuck Rough
11. Site plan for the Achieve Charter School project (24" X 36")
12. CEQA Notice of Exemption document for the Achieve Charter School project

53-13



APPLICANT: Achieve Charter School

ADDRESS: 5850 Clark Rd

OWNER: Calvary Baptist Church

PROJECT DESCRIPTION:

Site Plan Review Permit application proposing to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) in the Community Services zoning district.

ZONING: CS

GENERAL PLAN: CS

FILE NO. PL17-00319

ASSESSOR PARCEL NO. 054-290-040

MEETING DATE: 02/20/2018

NOTICE OF PUBLIC HEARING: PARADISE PLANNING COMMISSION

NOTICE IS HEREBY GIVEN by the Paradise Planning Commission that a public hearing will be held on **Tuesday, February 20, 2018 at 6:00 p.m.** in the Town Hall Council Chambers, 5555 Skyway, Paradise, CA, regarding the following project:

- a. Item determined to be exempt from environmental review

ACHIEVE CHARTER SITE PLAN REVIEW (PL17-00319) APPLICATION: Request for Town approval of a Site Plan Review Permit application to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) upon a +/-1.91 acre property zoned Community Services and located at 5850 Clark Rd in Paradise. (AP No. 054-290-040)

The project file is available for public inspection at the Development Services Department, Town of Paradise, Town Hall. If you challenge this project in court, 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 Town Planning Commission at, or prior to, the public hearing. For further information please contact the Development Services Department at (530) 872-6291 x111.

CRAIG BAKER
Planning Director



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054-290-040-000
CALVARY BAPTIST CHURCH PARADISE
5850 CLARK RD
PARADISE CA 95969

054-290-003-000
VORIS RICHARD J
1126 NUNNELLY ROAD
PARADISE CA 95969

054-290-030-000
CARR ALFRED B & PHYLLIS A JT
1146 NUNNELLY ROAD
PARADISE CA 95969

054-330-016-000
JAS PROPERTIES LLC
1199 N STATE ST
UKIAH CA 95482

054-290-018-000
SEEREITER FAMILY TRUST
2937 MARINA DR
ALAMEDA CA 94501

054-330-024-000
CORRIGAN PATRICK T & JILL A
1010 CASS ST B4
MONTEREY CA 93940

054-290-017-000
HOWARD FAMILY TRUST
5811 GOLDEN OAKS RD
PARADISE CA 95969

054-290-038-000
CLARK RONALD A ETAL
5836 CLARK RD
PARADISE CA 95969

054-290-042-000
SANDSTROM FAMILY TRUST
PO BOX 97
PARADISE CA 95967

054-290-041-000
SANDSTROM FAMILY TRUST
PO BOX 97
PARADISE CA 95967

054-330-026-000
CORRIGAN PATRICK T & JILL A
1010 CASS ST STE B-4
MONTEREY CA 93940

054-290-010-000
HANEY NATHAN J & THERESA G
5835 GOLDEN OAKS RD
PARADISE CA 95969

054-290-011-000
ANSGARIUS LIVING TRUST
1323 REDWOOD WY
PACIFICA CA 94044

054-290-016-000
HOWARD FAMILY TRUST
5811 GOLDEN OAKS RD
PARADISE CA 95969

053-131-054-000
WYSOCKI PHILIP STEPHAN
5888 GOLDEN OAKS RD
PARADISE CA 95969

053-131-050-000
PARADISE IRRIGATION DISTRICT
6332 CLARK RD
PARADISE CA 95969

053-131-017-000
STAHL CORDELL & NICHOLEE
P O BOX 1648
PARADISE CA 95969

054-330-018-000
SMITH BRADLEY M
376 VALLOMBROSA AVE
CHICO CA 95926

053-131-018-000
BUTTS DONNA G FAMILY TRUST
PO BOX 4114
PARADISE CA 95967

053-131-028-000
ELITE LANDHOLDINGS LLC
77 QUAIL COVEY CT
CHICO CA 95973

053-131-090-000
JAYNES BARKER & BILLE REVOCABLE
INT VIV TRUST
1469 JONES LN
PARADISE CA 95969

053-131-027-000
JAYNES BARKER & BILLE REVOCABLE
INT VIV TRUST
1469 JONES LN
PARADISE CA 95969

053-131-066-000
GEBBIA JOSEPH ROSS & BEVERLY JEAN
1139 NUNNELLY RD
PARADISE CA 95969

053-131-055-000
HOLLAND DAVID ETAL
307 WEYMOUTH WAY
CHICO CA 95973

054-330-025-000
CORRIGAN PATRICK T & JILL A
1010 CASS ST STE B-4
MONTEREY CA 93940

Paradise Unified School District
6696 Clark Road
Paradise, CA 95969

Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

Paradise Recreation & Park Dist.
6626 Skyway
Paradise, CA 95969

Paradise Ridge Chamber of
Commerce
5550 Skyway
Paradise, CA 95969

Paradise Board of Realtors
6178 Center Street
Paradise, CA 95969

Paradise Downtown Business Ass.
c/o Fir Street Gallery/Pam Funk
6256 Skyway
Paradise, CA 95969

Butte County Planning
Courier

Paradise Cemetery District
980 Elliott Road
Paradise, CA 95969

Butte Co. Air Quality Mgmt. Dist.
629 Entler Ave., Suite 15
Chico, CA 95928

Butte Environmental Council
116 W. 2nd Street #3
Chico, CA 95928

Pacific Gas & Electric
Laird Oelrichs, Land Agent
350 Salem St.
Chico, CA 95928

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MEMORANDUM

TO: Susan Hartman, CDD Manager/Assistant Planner

FROM: Tony Lindsey, Building Official/Fire Marshal

SUBJECT: 5850 Clark, APN 054-290-040

DATE: 1/18/2018

Following are my comments relative to the Site Plan review Permit application proposing to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 SF) and gymnasium (3,998 SF) in the Community Services zoning district.

DEPARTMENT COMMENTS

1. **Combustible materials/decorations on interior walls shall be minimized.** Decorative materials shall be constructed of flame retardant material or shall be treated with an approved flame retardant chemical. No more than 20% of combined wall and window area may be covered with combustible materials. Combustible materials/decorations shall not be hung from the ceiling or ceiling tiles. (CFC 807.4.3.2; T19 Sec. 3.08)
2. **Storage is not permitted in boiler rooms, mechanical rooms or electrical panel rooms.** (CFC 315.2.3; T19 3.19)
3. **24 inches of clearance between the ceiling and storage shall be provided.** Storage in areas protected by fire sprinklers shall remain 18 inches below heads. (CFC 315.2.1)
4. **Fire extinguishers shall be mounted, visible and accessible at all times.** Do not remove, block or cover up fire extinguishers. (CFC 906.5, 906.6; T19 Sec. 3.29, 567.6)
5. **Fire extinguishers shall be inspected monthly.** The inspection is required to ensure that each one is in the proper location, not obstructed, and maintained in proper working condition. An inspection log shall be maintained. (CFC 901.6, 906.2; T19 574.1)
6. **Fire extinguishers shall be serviced and tagged annually.** A licensed technician shall conduct the service. (CFC 901.6; T19 575.1, 597.1)
7. **Exit doors, corridors, stairways, aisles, and areas designated for occupant discharge shall not be obstructed in any manner.** A clear, unobstructed exit pathway shall be provided to the building exterior. (CFC 1028.2; T19 3.11)

8. **All exit doors shall be maintained in proper working order.** All door knobs and panic hardware shall operate easily and doors shall open to the full width and latch (on their own) when closing. Exit doors may not be locked, chained, bolted, barred, latched or rendered unusable. All locking devices shall be of an approved type. (CFC 1008, 1028)
9. **Occupant Load signs shall be posted in assembly areas.** Areas having an occupant load of 50 or more shall have the capacity posted in a conspicuous location on an approved sign. The sign shall be maintained at all times. (CFC 1004.3; T19 3.30)
10. **30 inches of clearance shall be provided in front of electrical panels.** Do not tape circuit breakers in the open position, cover electrical panels with any material or obstruct in any manner. (CFC 605.3)
11. **Extension cords may not be used as permanent wiring.** Grounded extension cords are only permissible for one portable appliance in temporary use. (CFC 605.5, 605.9) Power taps (listed surge protected power strips) may be used for small appliances/equipment when plugged directly into permanent receptacles. Power taps may not be plugged into extension cords or each other. (CFC 605.4.2) Multi-outlet plug adapters that plug into the electrical outlet and convert two outlets into three or more outlets shall not be used. (CFC 605.4).
12. **Fire Drills shall be conducted as required and documented.** The documentation shall include the date and time of the drill, the person conducting the drill along with additional information such as the amount of time taken to completely evacuate the school. The fire drill shall be initiated by causing the fire alarm to sound. (CFC 405.2; T19 3.13)
 - o **High Schools (9 - 12):** Conducted and documented bi-annually while school is in session.
13. **All fire alarm devices in any room (manual pull stations, horns, bells, strobes, etc.) shall be visible and accessible at all times.** Do not block, cover up or obscure from view or silence any fire alarm device. (CFC 901.8)
14. **Fire alarm systems shall be maintained in an operable condition at all times and serviced annually.** Records indicating routine testing, maintenance and service of fire alarm system shall be maintained and kept readily available for inspection. The fire alarm may not remain in "trouble" mode at any time. (CFC 901.6, 907.2, 907.20; T19 Sec. 3.24)
15. **Fire sprinkler systems are required to be serviced annually.** A licensed fire protection contractor shall perform the service. Service records shall be maintained on the premises. (CFC 901.6; T19 904)
16. **Fire sprinkler and standpipe systems are required to be certified by a licensed technician every five years.** A copy of the certification shall be submitted to the fire department. (CFC 901.6; T19 904)
17. **Kitchen hood systems shall be serviced and tagged every six months and after use.** A licensed technician shall conduct the service. (CFC 901.6, 904.11.6.4; T19 904.7)

18. **No stopping or parking (attended or unattended) is permitted in Fire Lanes.** Obstructing fire lanes may prevent emergency responders from accessing the school and fire protection equipment during an actual emergency. (CFC 503.4)
19. **Fire safety, evacuation and lockdown plans and associated drills shall approve by the Town prior to occupancy.** Upon notification of fire, conduct of any fire drill, upon activation of the fire alarm, or upon orders of the fire authority having jurisdiction, buildings or structures within the scope of California Code of Regulations, Title 19, Division 1 regulations shall be immediately evacuated or occupants shall be relocated in accordance with established plans.

Fire evacuation plans. Fire evacuation plans shall include the following:

1. Emergency egress or escape routes and whether evacuation of the building is to be complete or, where *approved*, by selected floors or areas only.
2. Procedures for employees who must remain to operate critical equipment before evacuating.
3. Procedures for assisted rescue for *persons* unable to use the general *means of egress* unassisted.
4. Procedures for accounting for employees and occupants after evacuation has been completed.
5. Identification and assignment of personnel responsible for rescue or emergency medical aid.
6. The preferred and any alternative means of notifying occupants of a fire or emergency.
7. The preferred and any alternative means of reporting fires and other emergencies to the fire department or designated emergency response organization.
8. Identification and assignment of personnel who can be contacted for further information or explanation of duties under the plan.
9. A description of the emergency voice/alarm communication system alert tone and preprogrammed voice messages, where provided.

Fire safety plans. Fire safety plans shall include the following:

1. The procedure for reporting a fire or other emergency.
2. The life safety strategy and procedures for notifying, relocating or evacuating occupants, including occupants who need assistance.

3. Site plans indicating the following:
 1. The occupancy assembly point.
 2. The locations of fire hydrants.
 3. The normal routes of fire department vehicle access.
4. Floor plans identifying the locations of the following:
 1. Exits.
 2. Primary evacuation routes.
 3. Secondary evacuation routes.
 4. Accessible egress routes.
 5. Areas of refuge.
 6. Exterior areas for assisted rescue.
 7. Manual fire alarm boxes.
 8. Portable fire extinguishers.
 9. Occupant-use hose stations.
 10. Fire alarm annunciators and controls.
5. A list of major fire hazards associated with the normal use and occupancy of the premises, including maintenance and housekeeping procedures.
6. Identification and assignment of personnel responsible for maintenance of systems and equipment installed to prevent or control fires.
7. Identification and assignment of personnel responsible for maintenance, housekeeping and controlling fuel hazard sources.

Emergency Pre-Fire Planning. Each school principal, district superintendent or day nursery manager shall, in cooperation with the enforcing agency, prepare procedures to be followed in case of fire or other emergency. They should include the following:

- A. Posting of the telephone number of the fire department in the office and/or at the main switchboard.
- B. Assignment of a responsible person to call the fire department upon notification of any fire or activation of the alarm system for any reason other than fire drills.
- C. Posting in a conspicuous place in each classroom or assembly areas a plan showing paths of travel to evacuate the room in case of emergency and including an alternate route.
- D. Posting in each classroom instructions to be followed by the teacher. These should include:
 1. Maintaining of order during evacuation.
 2. Removal of roll call book and calling of roll when designated evacuation area is reached.

20. Annual fire prevention inspection T19 1.03 (\$191.36) and operational permit CFC 105 (Places of Assembly \$191.86) shall be obtained prior to occupancy.
21. **Flooring in Lab areas shall be non-absorbent solid surface material**

**TOWN OF PARADISE
DEVELOPMENT SERVICES DEPARTMENT**
5555 Skyway, Paradise, CA 95969

DEVELOPMENT REVIEW REQUEST

TO: Engineering, CSS, PID, Onsite, Police, Business & Housing, & PUSD

FROM: Susan Hartman, CDD Manager/Assistant Planner (872-6291 ext. 114)

REQUEST: Review and provide written comments

DESCRIPTION OF PROJECT: Site Plan Review Permit application proposing to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) in the Community Services zoning district.

LOCATION: 5850 Clark Rd

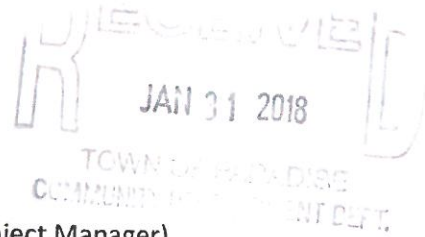
APPLICANT: Achieve Charter School

AP NOS.: 054-290-040

CONTACT PHONE: (530) 513-2021 (Chuck Rough, Project Manager)

DATE DISTRIBUTED: January 18, 2018

WRITTEN COMMENTS DUE BY: February 1, 2018



DOES YOUR AGENCY HAVE THE CAPACITY TO SERVE THIS PROJECT?

☒ YES ☐ YES, WITH CONDITIONS ☐ NO (EXPLAIN BELOW)

COMMENTS AND/OR RECOMMENDED CONDITIONS:

1/5/18 - APPROVED ONSITE LAND USE REVIEW FOR 120
SENIOR HIGH SCHOOL STUDENTS AND 15 STAFF MEMBERS

SEE ATTACHED

2/1/18 OK FOR A MAXIMUM OF 125 STUDENTS BL
1/31/18

NO RESPONSE FROM YOUR AGENCY MAY BE CONSTRUED THAT YOUR AGENCY HAS THE ABILITY TO SERVE THIS PROJECT. PLEASE MAKE A COPY FOR YOUR RECORDS.

**TOWN OF PARADISE
DEVELOPMENT SERVICES DEPARTMENT
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DOES YOUR AGENCY HAVE THE CAPACITY TO SERVE THIS PROJECT?

☐ YES ☐ YES, WITH CONDITIONS ☐ NO (EXPLAIN BELOW)

COMMENTS AND/OR RECOMMENDED CONDITIONS:

This property is served by a 3/4-inch water meter. No other comments or conditions.

Neil Essila 01/25/2018

NO RESPONSE FROM YOUR AGENCY MAY BE CONSTRUED THAT YOUR AGENCY HAS THE ABILITY TO SERVE THIS PROJECT. PLEASE MAKE A COPY FOR YOUR RECORDS.

TOWN OF PARADISE
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5555 Skyway, Paradise, CA 95969

DEVELOPMENT REVIEW REQUEST

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AP NOS.: 054-290-040

CONTACT PHONE: (530) 513-2021 (Chuck Rough, Project Manager)

DATE DISTRIBUTED: January 18, 2018

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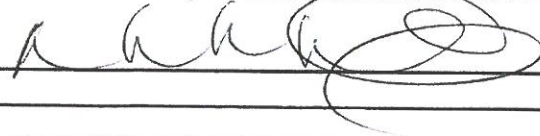
DOES YOUR AGENCY HAVE THE CAPACITY TO SERVE THIS PROJECT?

☒ YES

☐ YES, WITH CONDITIONS

☐ NO (EXPLAIN BELOW)

COMMENTS AND/OR RECOMMENDED CONDITIONS:



NO RESPONSE FROM YOUR AGENCY MAY BE CONSTRUED THAT YOUR AGENCY HAS THE ABILITY TO SERVE THIS PROJECT. PLEASE MAKE A COPY FOR YOUR RECORDS.

TOWN OF PARADISE
DEVELOPMENT SERVICES DEPARTMENT
5555 Skyway, Paradise, CA 95969

DEVELOPMENT REVIEW REQUEST

TO: Engineering, CSS, PID, Onsite Police, Business & Housing, & PUSD

FROM: Susan Hartman, CDD Manager/Assistant Planner (872-6291 ext. 114)

REQUEST: Review and provide written comments

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LOCATION: 5850 Clark Rd

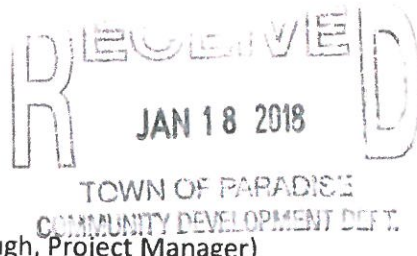
APPLICANT: Achieve Charter School

AP NOS.: 054-290-040

CONTACT PHONE: (530) 513-2021 (Chuck Rough, Project Manager)

DATE DISTRIBUTED: January 18, 2018

WRITTEN COMMENTS DUE BY: February 1, 2018

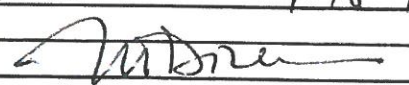


DOES YOUR AGENCY HAVE THE CAPACITY TO SERVE THIS PROJECT?

☒ YES ☐ YES, WITH CONDITIONS ☐ NO (EXPLAIN BELOW)

COMMENTS AND/OR RECOMMENDED CONDITIONS:

NO COMMENTS AT THU TIME. 1-18-18



Gabriela F. Tazzari-Dineen

Chief of Police

NO RESPONSE FROM YOUR AGENCY MAY BE CONSTRUED THAT YOUR AGENCY HAS THE ABILITY TO SERVE THIS PROJECT. PLEASE MAKE A COPY FOR YOUR RECORDS.

DEPARTMENTAL USE ONLY:

Receipt No. 31108 Fee 1247.87
Project No. 247-00319

TOWN OF PARADISE
APPLICATION FOR SITE PLAN REVIEW PERMIT

Applicant ACHIEVE CHARTER SCHOOL OF PARADISE, INC. Phone _____
Applicant's Mailing Address 771 ELLIOTT ROAD, PARADISE, CA. 95969
Applicant's email address ctaylor@achievecharters.org & ctaylor@gmail.com Fax _____
Applicant's Interest in Property (Owner, Lessee*, Other*) LESSEE
*If applicant is NOT the property owner, the owner's signature or owner-signed letter of authorization MUST accompany this application.
Owner's Name CALVARY BAPTIST CHURCH Phone 877-3381
Owner's Mailing Address 5850 CLARK ROAD, PARADISE, CA. 95969
Property Address (SAME AS ABOVE) 5832 CLARK ROAD, PARADISE Parcel Size 1.910 Acres (83,199 sq. ft.)
Engineer (Name, Address) RANCHO ENGINEERING, INC.
Engineer Phone _____ Fax _____ Email _____
AP Number(s) #054-290-040-000 Zone CS Existing Use CHURCH (WAS ALSO USED FOR VARIOUS CHRISTIAN SCHOOLS IN THE PAST)
Detailed project description: (attach additional sheets if necessary) (SEE ATTACHED)
Purpose of project: TEMPORARY LEASED USE OF CALVARY BAPTIST CHURCH'S EDUCATIONAL FACILITIES FOR ACHIEVE CHARTER HIGH SCHOOL DURING THE 2018/19 SCHOOL YEAR
Radial distance to the nearest billboard N/A
Sq. ft. of proposed structure/project N/A Approx. no. yards of cut/fill N/A
Percentage increase in area of structures on site (example: A 250 sq. ft. addition to a 1,000 sq. ft. building = 25%) N/A
Distance to nearest fire hydrant N/A Distance from centerline N/A
Days/hours of operation: Days MONDAY-FRIDAY Hours 6 AM - 6 PM Proposed no. of employees 15 STAFF/FACULTY
(STARTING AUGUST 15, 2018)
Residential Density _____ Max. occupancy 100-125 STUDENTS Max. height of proposed structure/project N/A
Describe exterior design and exterior finish (Attach additional sheet(s) if necessary.): N/A

Method of sewage disposal? TWO (2) ON SITE WASTEWATER/SEPTIC SYSTEMS w/ LEACH FIELDS (EAST END OF PARADISE)
Is the proposed project site considered sensitive for archaeological resources? Yes _____ No _____ (Please consult staff.)

[NOTE: IF YES, PLEASE SUBMIT PAYMENT OF FEES TO "NORTHEASTERN INFORMATION CENTER" FOR ARCHAEOLOGICAL RECORDS INVENTORY SEARCH.]

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE ABOVE STATEMENTS AND ATTACHED PLOT PLAN ARE TRUE, ACCURATE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Applicant's Signature Charles J. Rouff Jr. - ACIS Project Manager Date 1/12/18
Property Owner Signature Ronald Sant - Chair, Trustees Board Date 1/12/18
(If applicable)

PLEASE ALLOW 6-8 WEEKS FOR PROCESSING; LONGER IF THE PROJECT IS SUBJECT TO ENVIRONMENTAL REVIEW.

NOTE: By signing this application form, the applicant is indicating that the project site is not included on any state or local list of hazardous waste sites compiled pursuant to California Government Code Section 65962.5, effective July 1, 1987.

January 16, 2018

TO: CRAIG BAKER, COMMUNITY DEVELOPMENT DIRECTOR
FROM: CHUCK ROUGH, PROJECT MANAGER, ACHIEVE CHARTER HIGH SCHOOL 

SUBJECT: CALVARY BAPTIST CHURCH SITE PLAN REVIEW PERMIT APPLICATION
(AP #054-290-040-000) AS THE TEMPORARY SITE FOR THE ACHIEVE
CHARTER HIGH SCHOOL, LOCATED AT 5850 CLARK ROAD,
PARADISE, CALIFORNIA

Attached, for the benefit of the Town of Paradise is Achieve Charter School of Paradise, Inc.'s, submitted Site Plan Review Permit application (signed by Calvary Baptist Church as the property owner). for the purpose of Achieve Charter School leasing most of Calvary's educational facilities as the temporary site for the Achieve Charter High School for their first entering 9th grade class during the 2018-19 school term.

BACKGROUND (Achieve Charter High School):

Achieve Charter School, Inc., has entered into a 3-phased lease agreement with Calvary Baptist Church that runs from January 1, 2018 through July 31, 2019.

This lease agreement allows Achieve during this period to utilize the church's entire gymnasium complex (downstairs and upstairs), the outdoor grounds located south of the walkway between the gymnasium and education center, most of the education center including the Boys & Girls restrooms, Rooms #4, #5 #6, #7, part of Room #9 & access to utility storage rooms #2 & #3 (refer to attached facility site plan map).

The first phase (from January 1, 2018 through May 31, 2018) represents the period that Achieve will be completing required fixed and cosmetic improvements to the leased educational facilities.

The second phase (from June 1, 2018 to July 31, 2018) represents the period that the high school's leased facilities are fully equipped and furnished, and faculty and staff physically move in and conduct preliminary meetings with enrolled students and parents before the actual school year begins on August 15, 2018.

The third phase (August 1, 2018 - July 31, 2019) represents the period that the temporary leased high school facilities are fully utilized and operational as a charter high school.

ACHS Site Plan Review Permit Application (Cont.)

-2-

PROJECTED OCCUPANCY:

Achieve estimates a minimum of 100 and a maximum of 125 9th grade level students and a maximum of 15 faculty and staff for the 2018/19 school term.

HOURS OF OPERATION:

Achieve Charter High School will operate from 6:00 am to 6:00 pm, each Monday through Friday, excluding Federal and State holidays when school is closed. There may be occasional school events and activities that take place outside of ACHS's regular operating hours. There are also up to three (3) Saturdays during the school term that Achieve will utilize it's leased school facilities and grounds.

PARKING:

Calvary Baptist Church has sufficient paved and unpaved parking along most of the Nunneley Road frontage, directly in front of the gymnasium and school play areas, and east of the gymnasium to more than accommodate both the church and ACHS parking needs, especially because the numbers of individuals from the church and ACHS who will use the parking area at any given time are relatively few in number, and because in most cases, their respective parking activity will take place on different days and at different times during any given week.

There are currently 4 disabled parking and 13 striped parking stalls that run the length and adjacent to the church's education facilities entrances (including the gymnasium complex).

With regards to ACHS, there will be 15 Achieve staff and faculty each Monday through Friday, excluding holidays, parking their private vehicles during school operating hours, plus the possibility of a school van on the unpaved portions of the parking area. Also, the parking area provides appropriate ingress from Nunneley Road and egress on to Golden Oaks Road for parents dropping off their students in the mornings and picking up their students in the afternoons.

Since there is only a 9th grade class during this school term there won't be any students driving their own private vehicles to ACHS and parking their vehicles at ACHS during the school day. There will be occasional parents coming to ACHS for temporary purposes but again this should not adversely impact available parking in the paved and unpaved parking areas.

ACHS Site Plan Review Permit Application (Cont.)

-3-

PRELIMINARY WALK-THROUGH WITH TOP BUILDING INSPECTOR:

At Achieve's request, Charlie Shoemaker, the Town of Paradise Building Inspector, kindly provided a preliminary walk-through of the facilities Achieve intends to lease from Calvary Baptist Church and utilize as the temporary site of the Achieve Charter High School during the 2018/19 school term. He advised us on those ADA improvements we need to make (i.e, wheelchair lift to the second level classrooms & ADA upgrades to the boys and girls restrooms in the gymnasium complex, ADA transition mats to the education center and exterior boys and girls restrooms & replacement of door handles to school classrooms, restrooms and offices with combination privacy lever/push pad door handles).

FIRE FLOW/HYDRANT INSPECTION:

At Achieve Charter School's request, the Paradise Fire Department conducted a fire flow and hydrant capacity inspection at the Calvary Baptist Church on 12-19-17. (Refer to attached Fire Flow/Hydrant Inspection Report).

LAND USE REVIEW:

On behalf of Achieve Charter School, Rancho Engineering, Inc., submitted a Land Use Review Report to the Town of Paradise Onsite Division, which was approved on 1/5/18. (Refer to attached Land Use Report & approval).

BACKGROUND (Calvary Baptist Church):

Calvary Baptist Church has a total congregation of 40 persons.

Those church facilities which aren't being leased to Achieve Charter High School include the church sanctuary, the basement downstairs in the church sanctuary, the pastor's office, kitchen, and part of the Fellowship Hall in the education center.

The congregation's primary use of its church facilities are the church sanctuary and Fellowship Hall on Sundays.

On Tuesday mornings at 8:00 am, the church's men's fellowship group consisting of 4 men takes place downstairs in the basement of the sanctuary.

ACHS Site Plan Review Permit Application

-4-

On Tuesday afternoons, the church's women's fellowship group consisting of 12 women meets for two different meetings in the Fellowship Hall from 1:00 pm - 4:00 pm..

There are occasional church events during the course of a given year, including memorial services, etc., but they will not conflict with the operations or activities of the Achieve Charter High School.

The church sanctuary occupancy capacity is 334 persons.

The church could not provide any occupancy capacity numbers for the church education center or gymnasium complex.

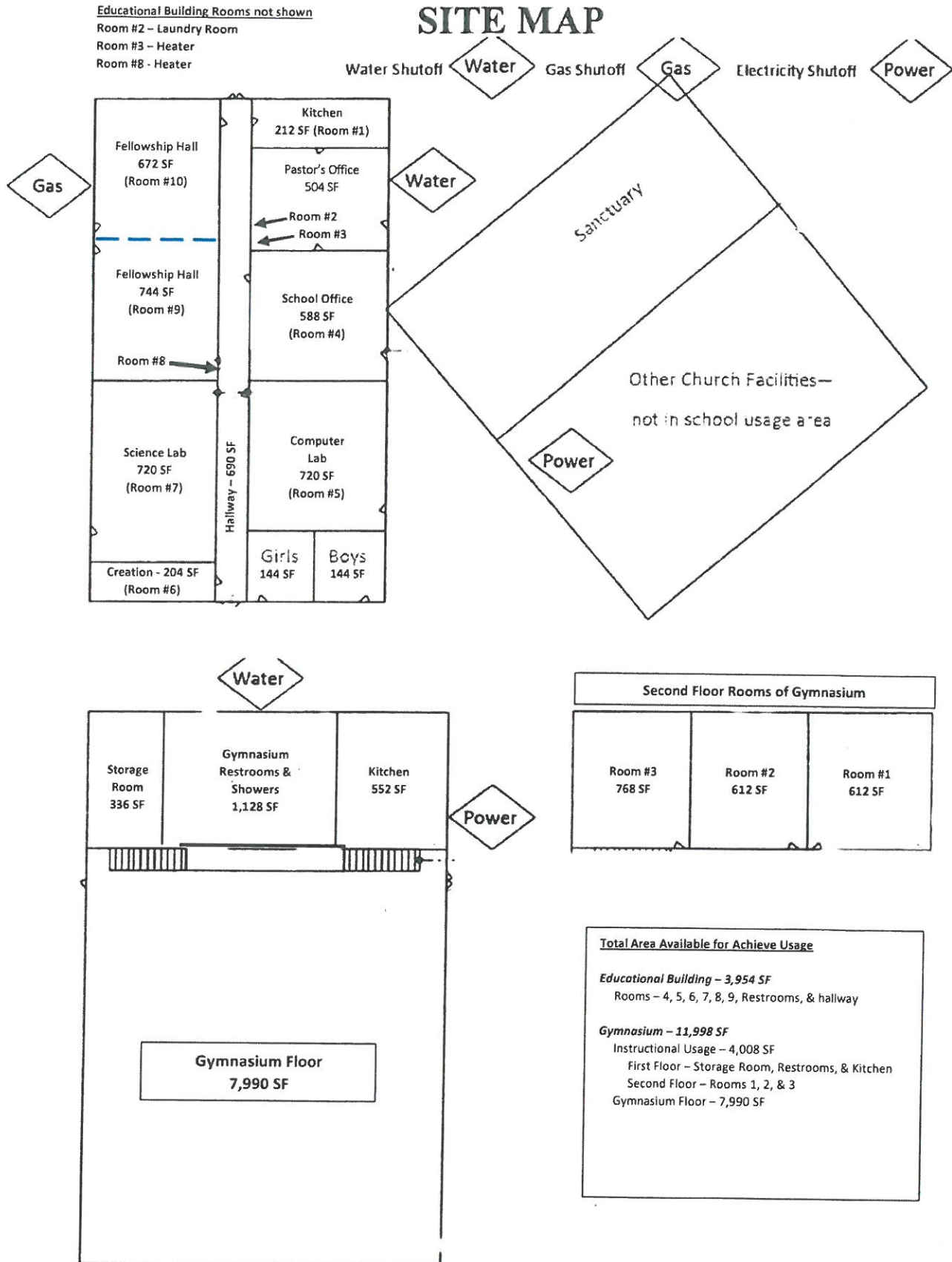
CONTACT INFORMATION:

Charles Rough, Project Manager, Achieve Charter High School
6894 Zenith Lane
Paradise, CA 95969
(H) 876-1041
(C) 513-2021
clroughjr@gmail.com

Casey Taylor, Executive Director, Achieve Charter School of Paradise, Inc.
771 Elliott Road
Paradise, CA 95969
872-4100
ctaylor@achievecharter.org

Ron Hutto, Chair, Calvary Baptist Church of Paradise Trustees Board
5850 Clark Road.
Paradise, CA., 95969
873-6942
calvaryoffice@att.net


Exhibit A

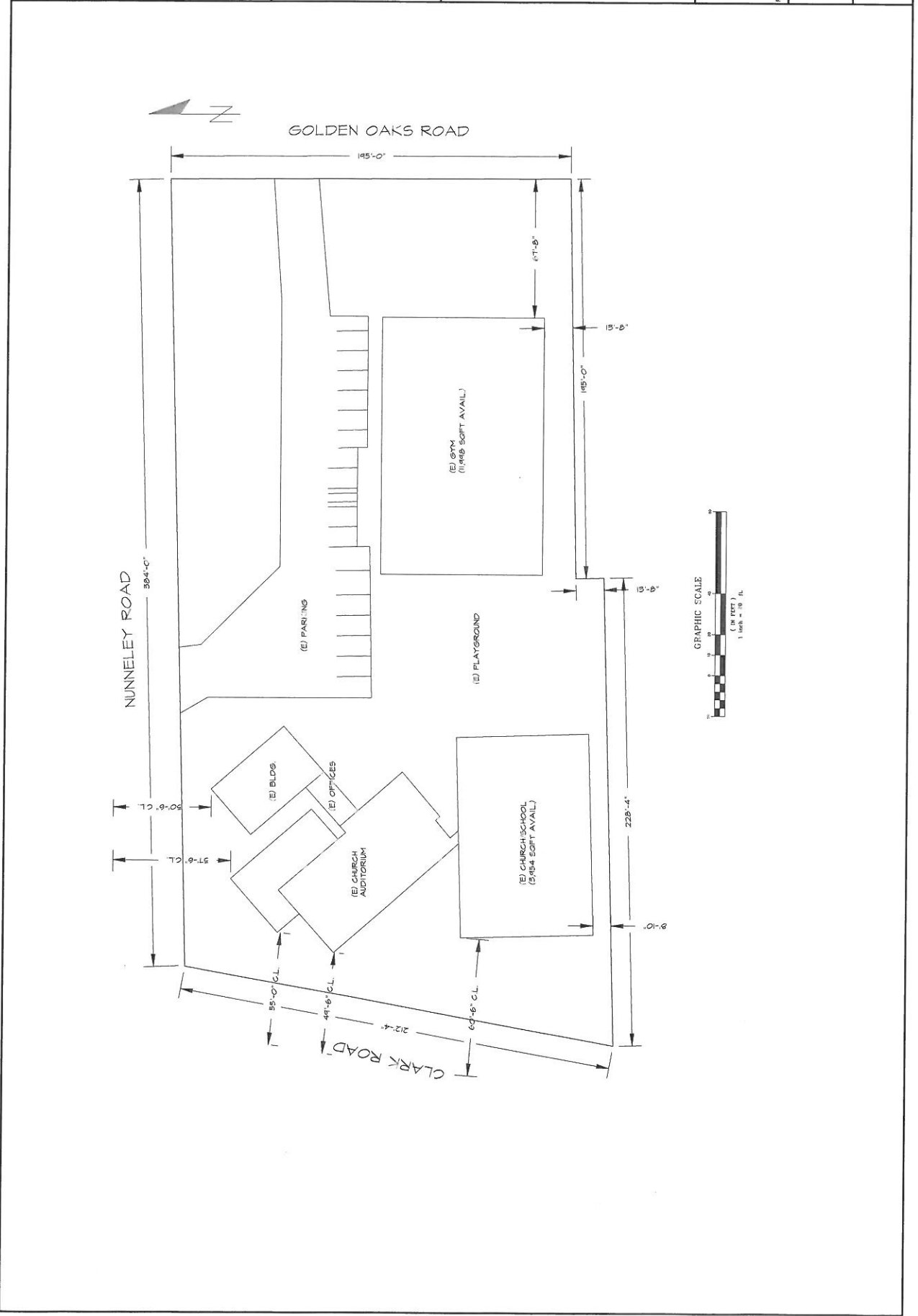


ACHIEVE CHARTER SCHOOL
5552 CLARK RD.
PARADISE, CA 95664

SITE PLAN

Engineering
CIVIL - STRUCTURAL - BUILDING DESIGN
5550 SKYWAY STE C, PARADISE, CA 95664
Phone: (530) 877-3700
Fax: (530) 877-3700

	
RANCHO ENG. JOB: 17-004 DRAWN BY: JH C.D. BY: JPH DATE: 01/16/19 REVISION: C DRAWING NUMBER:	



NOTICE OF EXEMPTION

To: File: AP No: 054-290-040; [PL17-00319]

From: Town of Paradise, Development Services Department,
Planning Division, 5555 Skyway, Paradise, CA 95969

Project Title: Achieve Charter Site Plan Review

Project Applicant: Achieve Charter School

Project Location: 5850 Clark Rd

Project Description: Site Plan Review permit application to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school and gymnasium on a ± 1.91 ac property zoned Community Services.

Approving Public Agency: Town of Paradise

**Person or Agency
Carrying Out Project:** Achieve Charter School

Exempt Status:
☐ Ministerial (Section 15268)
☐ Emergency Project (Section 15269)
☐ General Rule Exemption (Section 15061)
☒ **Categorical Exemption**
Section 15301 Class 1

Reason for Exemption: Interior changes of existing structures with no change in occupancy.

Contact Person: Susan Hartman, Assistant Planner
(530) 872-6291 ext. 114

Signature:



Town Planning Director

Date:

M E M O R A N D U M

AGENDA NO. 7(a)

TO: Paradise Planning Commission

FROM: Susan Hartman, CDD Manager/Assistant Planner

SUBJECT: Planning Commission Discussion of the Draft Annual Housing Element Progress Report for Calendar Year 2017

DATE: February 20, 2018

BACKGROUND:

Government Code Section 65400 requires each local jurisdiction to prepare an annual report on the status and progress in implementing its General Plan Housing Element using forms and definitions adopted by the California State Department of Housing and Community Development (HCD). The annual progress report must be submitted to HCD and the Governor's Office of Planning and Research (OPR).

Section 65400 further states that the annual Housing Element progress report "shall be at an annual public meeting before the legislative body where members of the public shall be allowed to provide oral testimony and written comments." In order to provide an opportunity for members of the public to provide this input, staff desires to provide the progress report for Town Council consideration during their regularly-scheduled March 13, 2018 meeting, thereby facilitating submittal to HCD and OPR by the end of March, 2018.

The attached annual Housing Element progress report reveals that, of a total of nineteen (19) new dwelling units, the majority of permits applied for were for above-moderate income dwelling units. The remaining units needed for the 2014-2022 planning period, by income level are: 141 affordable to very low income households; 84 affordable to low income households; 54 affordable to moderate income households and 248 affordable to above moderate income households.

Since the adoption of the Housing Element on June 10, 2014 (Resolution 14-22), staff continues to pursue opportunities to further the implementation of housing program objectives in addition to those programs where implementation involves ongoing directives to promote affordable housing through various means. The report contains a detailed enumeration of each program and its implementation status as of December 31, 2017.

COMMISSION ACTION REQUESTED:

Be prepared to publicly discuss this matter and to provide direction via an adopted motion to staff regarding any specific recommendations to be forwarded to the Town Council to facilitate additional and/or further implementation of the 1994 Paradise General Plan Housing Element.

Attachment

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Paradise

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

Table A

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

Housing Development Information						Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions			
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
054-192-108	MH	O		1			1				Installation contracts were matched against the Housing Affordability rates adopting in the Housing Element.
055-080-049	MH	R		1			1				
(9) Total of Moderate and Above Moderate from Table A3			▶	▶	1	16	17				
(10) Total by income Table A/A3			▶	▶		2	1	16	19		
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Paradise
Reporting Period 1/1/2017 - 12/31/2017

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	1					1	
No. of Units Permitted for Above Moderate	16					16	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Paradise

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

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.		2014	2015	2016	2017	2018	2019	2020	2021	2022	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	141										141
	Non-deed restricted											
Low	Deed Restricted	100										84
	Non-deed restricted		1	6	7	2						
Moderate	Deed Restricted	93										54
	Non-deed restricted		4	31	3	1						
Above Moderate		303	9	13	17	16						248
Total RHNA by COG. Enter allocation number:		637										527
Total Units ▶ ▶ ▶			14	50	27	19						
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 Town of Paradise

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

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
HI-1: Reduce infrastructure constraints to development	Reduce constraints associated with wastewater disposal.	2014-2022	Presented a sewer feasibility report to Town Council July 2017 with a preferred option of connecting to the City of Chico sewer. Authorized to seek out funding options for environmental study and prelim design.
HI-2: Affordable housing resources	Promote affordable housing.	2014-2022	The Town adopted guidelines in 2016 for a new Tenant Based Rental Assistance Program utilizing HOME grant funds for low income households and utilized \$7,700 for 2017 applicants.
HI-3: Affordable housing incentives	Reduction in development standards to promote affordable housing.	Mar. 2015	Issued a Certificate of Occupancy for a 14 unit apartment complex comprising of 3 deed-restricted affordable units approved through a density bonus executed with the Town.
HI-4: Density bonus	Compliance with Government Code Sections 65915 & 65917.	Feb. 2016	Zoning ordinance amendments consistent with GC Sections 65915 & 65917 were adopted and implemented in January 2015. Density bonuses currently in-place for multi-family projects utilizing clustered wastewater treatment.
HI-5: Publicly owned lands inventory	Develop and maintain inventory of public land within Town limits and its sphere of influence for potential housing sites.	2014-2022	No new public lands acquired resulting in new housing opportunities since an inventory was compiled in 2009.
HI-6: Housing authority	Support the Housing Authority's role in Public Housing Rental Program and Housing Choice Voucher program.	2014-2022	On-going directive; on-going implementation.
HI-7: Small lot consolidation and development	Encourage consolidation of small parcels for residential use.	Dec. 2015	On-going directive. Opportunities for small lot consolidation did not present themselves during 2017.
HI-8: Promote second units	Prepare a Second Units Handbook.	Dec. 2015	Not yet implemented.
HI-9: Address discrimination	Provide filing information for discrimination complaints.	2014-2022	On-going directive. Fair housing/non-discrimination requirements are posted at Paradise Town Hall. No fair housing complaints were filed with the Town during 2017.
HI-10: Annual report	Provide annual report to Town Council and Planning Commission.	Annually	Implemented and on-going. Report for 2017 presented to Planning Commission during February 2018, Town Council during March 2018.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Paradise

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

HI-11: Housing rehabilitation and improvement	Provide rehab and repair opportunities.	2014-2022	12 low-income homeowners were funded through the Town's Owner-Occupied Housing Rehabilitation program in 2017 for home repairs utilizing CDBG & HOME grants.
HI-12: Condominium and mobile home conversions	Revise Chapter 16.10 of the Paradise Municipal Code to address conversions.	June. 2015	Not yet implemented.
HI-13: Enforce housing codes	Provide a safe and decent living environment.	2014-2022	Procedure in place through building division for the thorough investigation of housing complaints and the prompt abatement of resulting violations.
HI-14: Conversion of at-risk units	Reduce potential conversion of affordable housing to market-rate.	2014-2022	The Town is notified as a party on title to assisted affordable housing units. Coordination with Butte County Housing Authority is on-going.
HI-15: Reduce standards for seniors and disabled housing	Revise Zoning Ordinance to provide reduced standards	Dec. 2014	Paradise Municipal Code revised April 2015 to allow for reduced parking requirements for senior housing.
HI-16: Transitional/ supportive housing	Revise zoning code to be consistent with requirements of state law.	Aug. 2015	Not yet implemented.
HI-17: Housing for persons with disabilities	Ensure projects for disabled accessibility are reasonably accommodated.	May. 2015	Housing Rehabilitation Program administered through Business & Housing includes projects involving improvements necessary to ensure accessibility for disabled persons.
HI-18: Special needs housing	Provide incentives for development of housing for persons with special needs.	Feb. 2015	Received an application for a 56 unit senior housing development in November 2017 that will include a 13% density bonus if approved.
HI-19: Farm labor housing	Compliance with the state's Employee Housing Act.	July. 2015	Paradise Municipal Code zoning ordinance amended November 2016 to include Agricultural Employee Housing.
HI-20: Energy conservation and efficiency	Promote energy conservation and efficiency in residential development.	2014-2022	Adopted 2016 CA Building Codes which incorporate mandatory green building standards. Residential solar permits are a reduced flat-fee and fast tracked through plan check.

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General Comments:

With the 2017 recordation of a 14 unit residential subdivision, the Town of Paradise continued to see a steady stream of new construction submittals. In addition, the Town extended \$556,419 in loans for first-time low income home buyers and low income housing rehabilitations. 2017 also saw the submittal of a land use entitlement for a 56 unit senior housing complex (special needs housing) which will include a 13% density bonus . The Town remains committed to providing housing at all income levels and works diligently within the limited budget resources that remain to assist owners with rehabilitation and renovation of existing homes.