



# COUNTY OF HUMBOLDT

For the meeting of: 6/4/2024

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File #: 24-878

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**To:** Board of Supervisors

**From:** Planning and Building Department

**Agenda Section:** Consent

**SUBJECT:**

Humboldt County 2023 General Plan Annual Progress Report and 2023 Housing Element Annual Progress Report, LRP-2024-18915

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Receive and file the staff report concerning the 2023 General Plan Annual Progress Report (Attachment A) and the 2023 Housing Element Annual Progress Report, summarized in Attachments A and B pursuant to Government Code Section 65400(a)(2).

**SOURCE OF FUNDING:**

General Fund (1100282)

**DISCUSSION:**

Government Code Section 65400(a)(2) requires that planning agencies prepare two annual progress reports (APR), a General Plan APR and a Housing Element APR, and provide them to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD) by April 1 of each year. The governing statute also requires that the reports be submitted to the Board of Supervisors but does not require the reports to be submitted to the legislative body prior to submitting the reports to HCD and OPR. The reports were submitted and accepted by OPR and HCD on March 27, 2024.

The General Plan APR (Attachment A) assesses how the General Plan was implemented during the previous 12-month reporting period. There is no standardized format for the General Plan APR, although OPR does provide guidance regarding content. The General Plan APR includes review of major land use activities undertaken during the reporting period, and information that may point toward a need for modifications to the general plan or improved implementation. The General Plan APR implements General Plan Implementation Measure, G-IM1, Progress Report, of the Governance Policy chapter and provides accountability and transparency to the Board and the community on the County's progress of implementing the General Plan during the previous year.

The APR for the Housing Element is required to be prepared and submitted on detailed Excel spreadsheets provided by HCD. These spreadsheets are large and not appropriate as an attachment. Attachment A contains a summary of the report while Attachment B provides further details on the status of the County's Housing Element. The 2023 Housing Element APR filed on the State's mandatory reporting Excel form is found on the County webpage at the following URL:

[https://humboldt.gov/3540/53442/2023-Annual-Housing-Progress-Report?activeLiveTab=widgets#liveEditTab\\_widgets](https://humboldt.gov/3540/53442/2023-Annual-Housing-Progress-Report?activeLiveTab=widgets#liveEditTab_widgets)  
<<https://humboldt.gov/3540/53442/2023-Annual-Housing-Progress-Report?activeLiveTab=widgets>>

Consideration and acceptance of the General Plan and Housing Element APRs is informational in nature, does not create or alter policy, and is therefore exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15306.

**FINANCIAL IMPACT:**

Staff time for preparation of the 2023 annual progress report included approximately 118 hours of Assistant Planner time and 50 hours of Planning Manager time for a total of \$28,182. The staff positions to complete this work are filled and allocated and are included in the General Fund contribution to the Long Range Planning unit 1100-282.

**STRATEGIC FRAMEWORK:**

This action supports the Board's Strategic Framework by fostering transparent, accessible, and user-friendly services.

Core Roles: Provide for and maintain infrastructure

New Initiatives: Engage in discussions of our regional economic future

Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

The State Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD).

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may decide that modifications to the APR are necessary. If this alternative is chosen, the Board will need to direct Planning staff for file a modified annual progress report with the Office of Planning and Research and the Department of Housing and Community Development pursuant to Government Code Section 65400(a)(2).

**ATTACHMENTS:**

Attachment A: 2023 General Plan Annual Report dated March 25, 2024

Attachment B: Details of the 2023 Housing Element Progress Report

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A