



Date: **March 24, 2026**

Honorable Mayor and Council Members:

Author and title: Yumie Dahn, Principal Planner

Title: **2027-2035 Housing Element Working Session – Goals, Policies, and Programs**

Jen Callaway, Town Manager

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**Recommended Action:** That the Town Council hold a working session to review the draft goals, policies, and programs for the 2027-2035 Housing Element (7<sup>th</sup> Cycle) and provide feedback to staff.

**Executive Summary:** The Town is expeditiously working on the 2027-2035 Housing Element (7<sup>th</sup> Cycle) to meet the May 15, 2027 State-mandated adoption deadline. To meet this deadline, the Town is anticipating submittal of the first draft to the State in July 2026. The policy framework, which includes goals, policies, and programs, is a key component to the Housing Element that will affect the Truckee community for the duration of the planning period and beyond. The policies drafted in the Housing Element will drive the Town's future housing actions and programs to achieve the stated housing goals and objectives. The Town Council will be reviewing the draft document and the Planning Commission recommendations from its February 26, 2026 meeting. Direction from this meeting will be incorporated into the public review draft of the Housing Element and will ultimately be used as the decision-making guide for future housing-related policy decisions. Draft policies are wide-ranging and seek to encourage housing production, creation of affordable and deed-restricted housing, housing for special needs groups, conservation and preservation of existing housing, sustainable practices in housing development, and affirmatively furthering fair housing.

**Discussion:** On September 23, 2025, the Town Council kicked off the 7<sup>th</sup> Cycle Housing Element update process. The Housing Element is one of seven required elements of a General Plan and the only element that is required to be reviewed and certified by the State of California. The Housing Element includes several components including demographic and housing characteristics, a review of existing governmental and nongovernmental constraints, identification of available residential sites, and a review of the Town's implementation of past Housing Element programs. In addition to these components, the Town is tasked with creating the goals, policies, and programs to address present and future housing needs and to ensure compliance with specific requirements of State law. Final submittal of the Housing Element is required by May 2027. Failure to meet this deadline will put grant funding and local control over land use decisions at risk and will accelerate required compliance milestones.

On December 9, 2025, the Town Council and Planning Commission hosted a joint workshop to discuss the 2027-2035 Housing Element residential sites inventory to provide direction on potential future candidate sites. These sites will be incorporated into the future housing resources section of the Housing Element. A February 26, 2026 Planning Commission working session focused on forming the goals, policies, and programs for the 2027-2035 Housing Element planning period. The Commission's recommendations have been incorporated into this latest version for the Council's consideration.

Housing Element law requires that the Town create programs that address the following:

- Identify adequate sites, with appropriate zoning and development standards and services to accommodate the locality's share of the regional housing needs for each income level
- Assist in the development of adequate housing to meet the needs of acutely low-, extremely low, very low-, low-, and moderate-income households.
- Address and, where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for people at all income levels, as well as housing for people with disabilities.
- Conserve and improve the condition of the existing affordable-housing stock.
- Preserve assisted housing developments at-risk of conversion to market-rate.
- Promote equal housing opportunities for all people, regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

Typically, Housing Element goals, including the Town's 6<sup>th</sup> cycle Housing Element, focus on the following areas:

1. Housing production to meet State requirements and local needs
2. Housing for specific economic sectors and special needs groups
3. Conserving and rehabilitating housing
4. Energy conservation and sustainable development of housing
5. Affirmatively furthering fair housing

The draft 2027-2035 Housing Element follows the same principles above. Staff believes that these principles capture the broad housing needs of the community. The goals and policies of the Housing Element are intended to guide the development, rehabilitation, and preservation of a balanced inventory of housing to meet the needs of the Truckee community. Each goal includes several policies and programs that support accomplishing each goal. The programs identify the specific mechanisms the Town intends to use to achieve the stated goals and policies. Similar to the 6<sup>th</sup> cycle element, the programs in the 7<sup>th</sup> cycle Housing Element should allow for exploration of realistic actions that can be accomplished within the eight-year planning period. Program specifics will be analyzed and crafted as part of a future work plan to implement these Housing Element programs. Programs are required to include the following:

- Specific steps that the Town will take to implement the policies;
- Specific timeframes for implementation (e.g., annually, a specific date);
- Identification of specific responsible parties; and
- Identify quantifiable objectives and outcomes which estimate the number of units likely to be constructed, rehabilitated, or conserved/preserved by income level during the planning period. This is intended to be a target goal.

The draft policy document (see Attachment #1) is a refinement of the current Housing Element with edits to remove completed tasks and additions for new policies and programs to address current trends. This document also includes changes proposed by the Planning Commission, which is described in more detail in the "February 26, 2026 Planning Commission Meeting" section below. New programs and policies are identified in the draft document. Policies and programs that are continued from the previous Housing Element will be identified in the parenthetical after the text. The Town's 2025 Housing Equity Framework (Attachment #2), which relied on a robust public and stakeholder process to identify gaps in the region's housing programs to inform future program development, was also referenced to help guide the development of new policies and programs. To provide context on existing Town policies and implementation of the 6<sup>th</sup> Cycle Housing Element programs, Attachment #3 provides the current status of the 6<sup>th</sup> cycle Housing Element programs and the wide breadth of housing work the Town has explored and accomplished since 2019. Many of these programs are expected to continue into the next planning period. The full 6<sup>th</sup> Cycle Housing Element can be found in the link in Attachment #4.

The Union City and El Cerrito Housing Elements (links in Attachment #5) are provided as examples of recently adopted Housing Elements that meet the requirements of State law. Ascent Environmental, who

was the consultant on both of these 6<sup>th</sup> cycle documents, shared these examples to help provide guidance in developing the Town's Housing Element.

### February 26, 2026 Planning Commission Meeting

The Planning Commission reviewed the draft goals, policies, and programs at its February 26, 2026 working session and provided the following ideas and feedback:

#### *Goal 1 – Housing Production*

- Program H-1.A – Required Rezones: The Planning Commission requested that staff review and revise the language in the third bullet point to ensure clarity and consistency with State law.
  - o Staff Note: Staff reviewed HCD's website and noted that this language was very similar to the language provided by the State with the exception of some organizational formatting to help differentiate the potential options. The organizational formatting was incorporated into the draft language in Attachment #1, which is the same language provided by HCD.
- Program H-1.B – No Net Loss Findings: The Planning Commission requested that staff review and revise the language to ensure clarity and consistency with State law.
  - o Staff Note: Staff added bullet points to help itemize the circumstances when this program is required.
- Program H-1.C – Accessory Dwelling Units: When considering the appropriateness of allowing separate conveyance of the primary dwelling and ADUs, the Planning Commission recommended including analysis of infrastructure feasibility, community impact, and methods to ensure affordability of the units.
  - o Staff Note: Staff proposed draft language in the third bullet point of this program to include infrastructure feasibility, community impact, and methods to ensure affordability of the units to achieve the Town's housing goals as part of the future analysis for this program.
- Policy H-2.9 – Review Procedures: The Planning Commission discussed incorporating policies to support the Town's existing practice of reviewing and revising procedures, standards, and fees, as needed. The Planning Commission expressed support for an iterative process to improve new and existing housing policies and programs, when appropriate, including the objective design standards and the Homegrown Housing program
  - o Staff Note: Staff modified this program to update the title from "Review Procedures" to "Review Procedures and Development Standards" and included fees for future review.

#### *Goal 2 – Support the Creation of Affordable and Deed-Restricted Housing*

- Program H-2.G – Short-Term Rentals: The Planning Commission recommended that the title of this program include "Second Homes" to reflect the entirety of the stated program.
  - o Staff Note: Staff has proposed to change the title of the program from "Short-Term Rentals" to "Second Homes and Short-Term Rentals."
- Program H-2.XX – Non-Deed Restricted Housing for Truckee Workforce: The Planning Commission discussed incorporating a new program that would support Non-Deed Restricted Housing in Truckee similar to Nevada County's down payment assistance program or Tahoe Forest Hospital's Home Purchase Assistance Program. Both of these existing programs provide loans to eligible households for the purchase of a home (single-family home, condominium) without the requirement for a deed-restriction. When the unit is sold, the loan will be paid back and could be used again for another down payment for a new buyer.
  - o Staff Note: Staff included draft language under an unnumbered program listed after Program H-2.I for this potential program should the Town Council support the inclusion of this program:

Non-Deed-Restricted Housing for Truckee’s Workforce. Analyze the effectiveness and financial feasibility of a potential non-deed-restricted down payment assistance program for eligible households. If the analysis finds that the program would be financially feasible and would help achieve the Town’s goals for long-term housing for the Truckee workforce, create a new housing program with administrative guidelines and how funding will be allocated.

Responsibility: Department of Neighborhood Services and Sustainability  
Timeframe: Review annually  
Objective: 100 deed-restricted housing units

If the Council would like to include this program, staff would assign it a program number and would change the title for Program H-2.I from “Housing for Truckee’s Workforce” to “Deed-Restricted Housing for Truckee’s Workforce” which would include the Homegrown Housing program and the Truckee Home Access Program (THAP). Staff notes that this is contrary to the Town Council’s stated goal of achieving deed restrictions on 10% of the Town’s housing stock as funds would be shared between the deed restriction program and this potential new program.

- Program H-2.K – Truckee-Specific Area Median Income: The Planning Commission recommended modifying this program to encourage a coalition of other jurisdictions with similar issues related to local area median income not being accurately reflected in the county-level area median income. A coalition of local jurisdictions may have a stronger voice at the State-level.
  - Staff Note: Staff proposed new language to include a coalition of other jurisdictions to help create a stronger advocacy group at the State-level to allow for AMI adjustments based on local circumstances.

#### *Goal 3 – Housing for Special Needs Groups*

- Policy H-3.5 – Diverse Housing Communities: The Planning Commissioners suggested including a policy that supports the Town’s existing goals for incorporating a variety of income levels in one project to create diverse neighborhoods.
  - Staff Note: Staff is proposing the following new policy:

Policy H-3.5 Diverse Housing Communities. Encourage developments that include housing for a range of resident groups within one project by providing different housing types and options, offering various residential services and amenities, and/or through operational and management practices.

With the addition of this new policy, staff is proposing an amendment to the Program H-3.D to change the title from “Diversified Housing” to “Variety of Housing” to avoid repetition.

#### *Goal 4 – Conserve Existing Housing*

- Policy H-4.1 – Rehabilitation and Conservation: The Planning Commission recommended including language in this policy to prioritize deed-restricted units when applying resources for rehabilitation of existing housing.
  - Staff Note: Staff included language in this policy in response to Planning Commission’s recommendation.
- Program 4.B – Code Compliance: The Planning Commission suggested that the objective for this program be changed from “Respond to complaints within 15 days” to “Respond to complaints within 10 days” for simplicity.

#### *Goal 5 – Energy Conservation and Sustainable Development*

- Policy H-5.9 – Home Hardening: The Planning Commission suggested amending Policy H-5.8 (Water Efficient Landscaping) to include home hardening upgrades to new and existing homes, structures, and landscaping.
  - o Staff Note: Staff drafted new language under Policy H-5.9:

Policy H-5.9 Home Hardening. Encourage and, where possible, require incorporation of home hardening upgrades to new and existing homes, structures, and landscaping to address vulnerabilities to better withstand wildfire.

Staff drafted a new policy under Goal 5, but separated it from Policy H-5.8 Water Efficient Landscaping Policy as they have separate purposes. This policy could also fit under Goal 4, which relates to conserving existing homes.

#### *Goal 6 – Equal Housing Opportunity*

- Policy H-6.2 – Communities of Focus: The Planning Commission recommended including the definition for “Communities of Focus” in the Housing Element.
  - o Staff Note: Staff included the definition within this policy for clarity. This definition could move to the Glossary section of the Housing Element, depending on Ascent Environmental’s direction.

Other topics that were considered by the Planning Commission but were not recommended for incorporation into the amended language, include adding tenant protections to prevent residents from being forced out of units and finding ways to incorporate services such as transportation, utilities, gas, and food access into programs to support added housing. While these concepts were considered important, the Planning Commission determined that they are integrated in other existing General Plan policies, State law, and outside agency efforts.

Attachment #1 includes the draft Goals, Policies, and Programs with the Planning Commission’s recommendations shown in blue track changes. The Planning Commission staff report and minutes can be found in Attachment #6.

#### Town Council Working Session

This is the Town Council’s opportunity to accept public comment on the draft goals, policies, and programs, review the Planning Commission’s recommendations, and discuss the policy direction and potential actions for implementation. The Town Council can consider if there are any concerns or opportunities that have not been addressed in the draft goals, policies, and programs during this working session. When reviewing the draft document, the Town Council should consider the following discussion topics:

- Are there housing challenges that this draft policy document does not address?
- Are there any proposed programs that should be discussed for potential revision or removal?
- Are there new programs that the Council would like to include?

#### Next Steps

The policy document will be amended to address the Town Council’s direction and will be reviewed by Ascent Environmental to ensure compliance with State law – items may be reworded, added, or deleted based on their experience working with the State. Ascent Environmental anticipates adding new policies and programs to address findings from their analysis of the existing governmental and nongovernmental constraints as well as their review of the Housing Element through the lens of affirmatively furthering fair housing, which is a requirement of State law. At the minimum, staff anticipates that additional programs will be added to Goal H-6 which supports providing equal housing opportunities for all residents of Truckee to address the State’s requirements for fair housing. Both the Town Council and the Planning Commission will have another opportunity to review the goals, policies, and programs with the full context

of the rest of the Housing Element chapters when the public review draft is released in the next couple of months.

**Priority:**

<input type="checkbox"/>	Enhanced Communication	<input type="checkbox"/>	Climate and Greenhouse Gas Reduction	<input checked="" type="checkbox"/>	Housing
<input type="checkbox"/>	Infrastructure Investment	<input type="checkbox"/>	Emergency and Wildfire Preparedness	<input type="checkbox"/>	Core Service

**Fiscal Impact:** The consulting contract for Ascent Environmental is paid out of the Housing Element CIP C2505, which includes a \$281,000 budget in the 2025/2026 budget. Staff believe the budget and contract are sufficient to provide for the necessary work. Additional costs include staff time to manage the consultant, coordinate public engagement, and make presentations to the Planning Commission and Town Council. All staff time will be charged to the General Fund.

**Public Communication:** A display ad inviting the public to this working session was published in the *Sierra Sun* on Friday, March 24, 2026. Once published, this staff report and agenda will be sent to developers and designers who have expressed interest in housing solutions in Truckee, special districts and utility agencies, homeowners association representatives, and nonprofit organizations such as Mountain Area Preservation, Contractors Association of Truckee Tahoe, Tahoe Sierra Board of Realtors, Tahoe Housing Hub, Chamber of Commerce, Sierra Business Council, and Sierra Community House.

**Attachments:**

1. Draft 2027-2035 Housing Element Goals, Policies, and Actions with Planning Commission's edits shown in track changes
2. Housing Equity Framework: <https://www.townoftruckee.gov/DocumentCenter/View/3221>
3. 2019-2027 (6<sup>th</sup> Cycle) Housing Element Program Status
4. 6<sup>th</sup> Cycle Housing Element: <https://www.townoftruckee.gov/DocumentCenter/View/666/2019-2027-Housing-Element-PDF>
5. Example Housing Elements
  - a. Union City (Chapter 9 – Goals, Policies, & Programs start on Page 271 of the PDF): [https://www.unioncityca.gov/DocumentCenter/View/10254/2023-2031-Housing-Element-sixth-cycle\\_Certified\\_May3023](https://www.unioncityca.gov/DocumentCenter/View/10254/2023-2031-Housing-Element-sixth-cycle_Certified_May3023)
  - b. El Cerrito: [https://www.elcerrito.gov/DocumentCenter/View/19418/El-Cerrito-2023-31-HE\\_080723](https://www.elcerrito.gov/DocumentCenter/View/19418/El-Cerrito-2023-31-HE_080723)
6. February 26, 2026 Planning Commission
  - a. Staff Report: <https://portal.laserfiche.com/Portal/DocView.aspx?id=59923045&repo=r-6a91ddbc>
  - b. Draft Minutes: <https://portal.laserfiche.com/Portal/DocView.aspx?id=59928078&repo=r-6a91ddbc>