



City of Palo Alto

City Council Staff Report

(ID # 11275)

Report Type: Consent Calendar

Meeting Date: 6/22/2020

Summary Title: Local Early Action Planning (LEAP) Grant for Housing Production

Title: Adoption of a Resolution Authorizing the City Manager to Apply to the State of California Housing and Community Development Department for the Local Early Action Planning (LEAP) Grant for Housing Production Grant Program; Environmental Assessment: Exempt Under CEQA Guidelines Section 15061(b)(3)

From: City Manager

Lead Department: Planning and Development Services

Recommendation

Staff recommends that the City Council adopt the Resolution (Attachment A):

- (1) Authorizing the City Manager or the City Manager's Designee to Submit an Application to the California Department of Housing and Community Development (HCD) for a Local Early Action Planning (LEAP) Grant in the Amount of \$300,000, and
- (2) Authorizing the City Manager or the City Manager's Designee to Execute the Standard Agreement and any other documentation necessary to secure the award.

Executive Summary

The LEAP program provides funds to local jurisdictions throughout the State of California to prepare and adopt planning documents and process improvements that accelerate housing production. Projects eligible for LEAP funding align with the City Council's 2020 housing priority and the Planning and Development Services Department's (PDS) work program. The PDS Housing Work Plan, updated in February 2020, includes efforts directed by City Council and some required by State law. Therefore, PDS staff prepared the draft LEAP grant application (Attachment B) and associated resolution (Attachment A). Council adoption of the resolution authorizes staff to submit the application and execute a Standard Agreement with HCD to allow funds to be disbursed. Staff anticipates that the \$300,000 in LEAP grant funding could augment City funding of important PDS work starting in 2020 through December 31, 2023.

Background

In January 2020, HCD announced the release of a Notice of Funding Availability (NOFA)¹ for approximately \$119,040,000 as part of the Local Early Action Planning Grants Program (LEAP or Program)². Cities can use program funds to prepare and adopt planning documents and process improvements accelerating housing production and facilitating compliance to implement the sixth cycle of the Regional Housing Needs Allocation (RHNA). Based upon its population size, Palo Alto qualifies for \$300,000³ in non-competitive LEAP grant funding. Completed applications are due to HCD by July 1, 2020⁴ at the latest. Staff anticipates this funding stream would be available within 60 days after September 1, 2020 and through December 31, 2023. Funds must be expended by December 31, 2023.

To be eligible for funding, the activities proposed in the LEAP grant application must demonstrate an increase in housing related planning activities and facilitate accelerated housing production. Activities may be part of a larger planning effort (e.g., a Coordinated Area Plan) if they have not been completed prior to the NOFA release date. The activities must be distinct and demonstrate a nexus to accelerating housing production. Activities do not have to be jurisdiction-wide and may include a smaller geography with a significant impact on housing production. Activities may result in a variety of planning documents and processes. In contrast, activities that obstruct or hinder housing production are ineligible for funding. Ineligible activities include moratoriums, downzoning, planning documents with conditional use permits that significantly impact supply, cost, approval certainty and timing, planned development, or other similarly constraining processes.

Information on the City's latest progress on Housing Element implementation can be found in recent reports staff presented to the Planning and Transportation Commission on February 22, 2020⁵ and City Council on March 16, 2020,⁶ as well as the 2019 Housing Element Annual Report submitted to HCD.⁷ Palo Alto received a fifth cycle Regional Housing Needs Allocation (RHNA) of a total of 1,988 housing units to provide between January 1, 2014 and October 31, 2022. Palo Alto provided 554 of those housing units by the end of 2019. Staff are actively following the sixth cycle RHNA discussions well underway in the Housing Methodology Committee.⁸ The Committee is currently debating potential methodologies by which to allocate an anticipated increase in housing unit numbers amongst Bay Area jurisdictions. Jurisdictions anticipate the release of draft and final RHNA numbers in Spring 2021 and Winter 2021, respectively. The final housing unit numbers are key inputs into the forthcoming Housing Element update process.

Discussion

¹ https://www.hcd.ca.gov/grants-funding/active-funding/leap/docs/LEAP_Final_Clean.pdf

² Per Chapter 3.1 of the Health and Safety Code, Section 50515.03 (Chapter 159, Statutes of 2019).

³ https://www.hcd.ca.gov/grants-funding/active-funding/leap/docs/PlanningGrants_20182019_022720.pdf

⁴ <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>

⁵ <https://www.cityofpaloalto.org/civicax/filebank/documents/75222>

⁶ <https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=64737.14&BlobID=75670>

⁷ <https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=60494&BlobID=75396>

⁸ <https://abag.ca.gov/our-work/housing/rhna-regional-housing-needs-allocation/housing-methodology-committee>

The Planning and Development Services Department (PDS) prepared a draft LEAP grant application (Attachment B). The application requests funding to support one or more of the following projects discussed below:

Project 1: Housing Element Update and Initial Implementation

Staff identified the forthcoming Housing Element Update as a key project to benefit from LEAP grant funding. The project description envisions completion of the Housing Element. Tasks include:

- Housing Element update scoping efforts,
- Community outreach and community engagement efforts,
- Utilization of the forthcoming Regional Housing Technical Assistance Tools,
- Assessment of the current Housing Element,
- Preparation of the housing needs analysis,
- Preparation of the housing sites analysis,
- Creation of the implementation program monitoring procedures, and milestones for assessment and reporting purposes,
- Preparation of California Environmental Quality Act (CEQA) analysis, compliance, and documentation, and
- Certification of the updated Housing Element by HCD.

The bulk of the Housing Element Update work will occur parallel to the release of the Palo Alto's draft and final RHNA numbers. These numbers are currently anticipated to be released in Spring 2021 and Winter 2021, respectively. HCD anticipates certifying adopted Housing Elements for the San Francisco Bay Area in the December 2022 through January 2023 timeframe. Staff work on initial Housing Element implementation would occur with LEAP grant funding through the remaining expenditure period ending December 2023.

Project 2: North Ventura Coordinated Area Plan (NVCAP)

Staff identified the North Ventura Coordinated Area Plan (NVCAP) process as another key project for LEAP grant funding. Due to LEAP requirements, it is necessary to carve out portions of the NVCAP process that are not currently funded by Caltrans and partnership funding. LEAP funding can, however, augment City funding for the NVCAP to mitigate budget shortfalls in the coming Fiscal Year.

The City Council identified creation of more housing as one of the key goals of the NVCAP process. This goal is embraced by the NVCAP Working Group, which seeks to identify an appropriate balance between housing, retail, and other uses throughout the plan area. Through the plan and accompanying zoning changes, staff believe the NVCAP will accelerate housing production in Palo Alto, thereby qualifying the NVCAP process for LEAP grant funding. Specifically, the LEAP grant would contribute funding toward the following tasks:

- Development of the preferred alternative,
- Draft and final coordinated area plan report, and
- Adopted plan and final report.

These initiatives ensure the area plan becomes a document that can be implemented by current and future property owners. Over time, the vision of the NVCAP, including more housing, can be realized.

Project 3: Municipal Code Updates to Facilitate Acceleration of Housing Production.

Staff identified production-oriented Housing Work Plan Tasks that City Council directed as another key project for LEAP grant funding. These Council-directed⁹ tasks reflect the City's interest and leadership in studying specific aspects of the Municipal Code. Code amendments can facilitate housing production targets near jobs, transit, and services, responding to market forces, sustainability goals, efficient land use, and retention of community aesthetic character. The LEAP grant would augment City funding for studies and code updates. Staff anticipates utilizing LEAP grant funding for this work through the expenditure period ending December 2023.

- **Study Establishment of Protections to Retain Existing Housing and Creation of Incentives for Development of Additional Cottage Clusters, Duplexes, Triplexes, Fourplexes in Existing Single-Family Residential Zoning Districts.** Housing Work Plan 2.9.
- **Study Effectiveness of Existing Pedestrian and Transit-Oriented Development (PTOD) Combining District & Existing Village Residential Development Zoning District as Tools to Promote Housing Production.** Housing Work Plan Task 2.10.
- **Study Existing Inclusionary Housing Program to Determine the Extent that Inclusionary Requirements can be Increased and Extended to Rental Housing.** Housing Work Plan Tasks 3.2 & 3.1.
- **Study Existing Municipal Code to Identify and Reduce or Remove Possible Constraints to the Production of Special Needs Housing.** Housing Work Plan Task 2.4.7.

PDS staff are actively working on tasks from the Housing Work Plan. Some tasks are complete, underway, or have other funds (such as SB2 funding or Challenge Grant funding) available. Staff will continue to look for additional alternative funding to assist with ongoing, Council-directed housing-related work.

Resource Impact

Council approval of the resolution (Attachment A) authorizes City staff to apply to HCD for \$300,000 in LEAP grant funding for the three projects described above. The resolution also

⁹ CMR ID # 11038 from February 3, 2020 Council Meeting:

<https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=61922.54&BlobID=74930>

Action Minutes from February 3, 2020 Council Meeting:

<https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=42174.98&BlobID=75500>

enables the City Manager to execute the Standard Agreement with HCD without the need to return to Council. According to HCD, the Standard Agreement for LEAP grant funding will be very similar to the City/HCD agreement for SB 2 Planning Grant funding. This funding will augment the funds available to carry on this important work. Considering the budget cuts the City is facing due to the COVID-19 pandemic, this funding will allow Palo Alto to carry on essential work for housing production and remain compliant with state laws.

Depending on the volume of applications, City staff will be notified within 30 days if the application is complete and accepted. Awards are anticipated within 60 days of application submittal and another 60 days are granted to execute the Standard Agreement. This non-competitive grant does not require matching funds from the City. Staff would be able to use funding up to the amount awarded for both staff time and consultant work, if needed. Expenditures are permitted through December 31, 2023. Staff will return to Council to request a budget amendment to recognize grant revenue and corresponding expense once the Standard Agreement is executed.

Policy Implications

The grant funding would assist the City in completing the already initiated North Ventura Coordinated Area Plan process and initiating and completing the required Housing Element Update. In addition, the grant could fund work on other items identified in the Housing Work Plan. The projects in the grant application do not represent work beyond Council-directed or supported in the Planning and Development Services Department Work Plan.

Stakeholder Engagement

Stakeholder and community engagement are essential components within the North Ventura Coordinated Area Plan (NVCAP) process, the Housing Element Update process, and all aspects of the Housing Work Plan.

Environmental Review

The actions recommended in this report are exempt from review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Sections 15061(b)(3). The actions would initiate a planning process and are not determinative of any specific outcome. Any proposed changes to the Municipal Code or plan adoption resulting from projects proposed from LEAP grant funding would be subject to CEQA public review process prior to Council adoption.

Attachments:

- Attachment A: Draft Resolution
- Attachment B: Draft LEAP Grant Application

NOT YET APPROVED

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF CITY OF PALO ALTO AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (“Department”) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the “Local Early Action Planning Grants Program” or “LEAP”); and

WHEREAS, the City Council of the City of Palo Alto desires to submit a LEAP grant application package (“Application”), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

Now, therefore, the City Council of the City of Palo Alto (“Applicant”) resolves as follows:

SECTION 1. The City Manager is hereby authorized and directed to apply for and submit to the Department the Application package;

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the City Manager of the City of Palo Alto is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (“Standard Agreement”) for the amount of \$300,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the Applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

ADOPTED ON _____, by the City Council of City of Palo Alto by the following vote count:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

City Clerk

Mayor

APPROVED AS TO FORM:

Assistant City Attorney

Local Early Action Planning Grant Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Doug McCauley, Acting Director
Department of Housing and Community Development**

**Zachary Olmsted, Deputy Director
Department of Housing and Community Development
Housing Policy Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>

Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

LEAP Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Local Early Action Planning Grants (LEAP) provisions pursuant to Health and Safety Code Sections 50515 through 50515.05. LEAP provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production and facilitate compliance in implementing the sixth cycle of the regional housing need assessment. If you have questions regarding this application or LEAP, email earlyactionplanning@hcd.ca.gov.

If approved for funding, the LEAP application is incorporated as part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

All applicants must submit a complete, signed, original application package and digital copy on CD or USB flash drive to the Department and postmarked by the specified due date in the NOFA. Applicants will demonstrate consistency with LEAP requirements by utilizing the following forms and manner prescribed in this application.

- Pages 3 through 14 constitute the full application (save paper, print only what is needed)
- Attachment 1: Project Timeline and Budget: Including high-level tasks, sub-tasks, begin and end dates, budgeted amounts, deliverables, and adoption and implementation dates.
- Attachment 2: Nexus to Accelerating Housing Production
- Attachment 3: State and Other Planning Priorities
- Attachment 4: Required Resolution Template
- Government Agency Taxpayer ID Form (available as a download from the LEAP webpage located at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>)
- If the applicant is partnering with another local government or other entity, include a copy of the legally binding agreement; and
- Supporting documentation (e.g., letters of support, scope of work, project timelines, etc.)

Pursuant to Section XII of the LEAP 2020 Notice of Funding Availability (NOFA), the application package must be postmarked on or before July 1, 2020, and received by the Department at the following address:

**Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

A. Applicant Information and Certification

Applicant (Jurisdiction)			
Applicant's Agency Type			
Applicant's Mailing Address			
City			
State	California	Zip Code	
County			
Website			
Authorized Representative Name			
Authorized Representative Title			
Phone		Fax	
Email			
Contact Person Name			
Contact Person Title			
Phone		Fax	
Email			
Proposed Grant Amount	\$		
<p><i>Pursuant to Health and Safety Code Section 50515.03 through (d) of the Guidelines, all applicants must meet the following two requirements to be eligible for an award:</i></p>			
<p>1. Does the application demonstrate a nexus to accelerating housing production as shown in Attachment 1?</p>			Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>2. Does the application demonstrate that the applicant is consistent with State Planning or Other Priorities; Attachment 2?</p>			Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Is a fully executed resolution included with the application package?</p>			Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Does the address on the Government Agency Taxpayer ID Form exactly match the address listed above?</p>			Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Is the applicant partnering with another eligible local government entity? If Yes, provide a fully executed copy of the legally binding agreement.</p>			Yes <input type="checkbox"/> No <input type="checkbox"/>

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Local Early Action Planning Program (LEAP), the _____ assumes the responsibilities specified in the Notice of Funding Availability and certifies that the information, statements and other contents contained in this application are true and correct.

Signature: _____ Name: _____

Date: _____ Title: _____

B. Proposed Activities Checklist

Check all activities the locality is undertaking. Activities must match the project description.		
1	<input type="checkbox"/>	Rezoning and encouraging development by updating planning documents and zoning ordinances, such as general plans, community plans, specific plans, implementation of sustainable communities' strategies, and local coastal programs
2	<input type="checkbox"/>	Completing environmental clearance to eliminate the need for project-specific review
3	<input type="checkbox"/>	Establishing housing incentive zones or other area based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code
4	<input type="checkbox"/>	Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents
5	<input type="checkbox"/>	Planning documents to promote development of publicly owned land such as partnering with other local entities to identify and prepare excess or surplus property for residential development
6	<input type="checkbox"/>	Revamping local planning processes to speed up housing production
7	<input type="checkbox"/>	Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code
8	<input type="checkbox"/>	Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
9	<input type="checkbox"/>	Rezoning to meet requirements pursuant to Government Code Section 65583(c)(1) and other rezoning efforts to comply with housing element requirements, including Government Code Section 65583.2(c) (AB 1397, Statutes of 2018)
10	<input type="checkbox"/>	Upzoning or other implementation measures to intensify land use patterns in strategic locations such as close proximity to transit, jobs or other amenities
11	<input type="checkbox"/>	Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps); Establishing Pre-approved architectural and site plans
12	<input type="checkbox"/>	Preparing and adopting housing elements of the general plan that include an implementation component to facilitate compliance with the sixth cycle RHNA
13	<input type="checkbox"/>	Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) that accommodate the development of housing and infrastructure and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation
14	<input type="checkbox"/>	Zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
15	<input type="checkbox"/>	Zoning incentives for housing for persons with special needs, including persons with developmental disabilities
16	<input type="checkbox"/>	Planning documents related to carrying out a local or regional housing trust fund
17	<input type="checkbox"/>	Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15% of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production
18	<input type="checkbox"/>	Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production
19	<input type="checkbox"/>	Establishing Prohousing Policies

C. Project Description

*Provide a description of the project and each activity using the method outlined below, and ensure the narrative speaks to **Attachment 1: Project Timeline and Budget**.*

- a. Summary of the Project and its impact on accelerating production*
- b. Description of the tasks and major sub-tasks*
- c. Summary of the plans for adoption or implementation*

Please be succinct and use Appendix A or B if more room is needed.

D. Legislative Information

District	#	Legislator Name
Federal Congressional District		
State Assembly District		
State Senate District		

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

Attachment 1: Project Timeline and Budget

Task	Est. Cost	Begin	End	Deliverable	Notes
Total Projected Cost \$					

Include high-level tasks, major sub-tasks (Drafting, Outreach, Public Hearings and Adoption), budget amounts, begin and end dates and deliverables. If other funding is used, please note the source and amount in the Notes section.

Attachment 2: Application Nexus to Accelerating Housing Production

Applicants shall demonstrate how the application includes a nexus to accelerating housing production by providing data regarding current baseline conditions and projected outcomes such as a reduction in timing, lower development costs, increased approval certainty, increases in number of entitlements, more feasibility, or increases in capacity. An expected outcome should be provided for each proposed deliverable. If necessary, use Appendix B to explain the activity and its nexus to accelerating housing production.

Select at least one	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)				
Development cost (e.g., land, fees, financing, construction costs per unit)				
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)				
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development				
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)				

*** Baseline – Current conditions in the jurisdiction (e.g. 6-month development application review, or existing number of units in a planning area)**

****Projected – Expected conditions in the jurisdiction because of the planning grant actions (e.g. 2-month development application review)**

*****Difference – Potential change resulting from the planning grant actions (e.g., 4-month acceleration in permitting, creating a more expedient development process)**

Attachment 3: State and Other Planning Priorities Certification (Page 1 of 3)

Applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by selecting from the list below activities that are proposed as part of this application or were completed within the last five years. Briefly summarize the activity and insert a date of completion.

State Planning Priorities

Date of Completion	Brief Description of the Action Taken
Promote Infill and Equity	
	<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>
	<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>
	<i>Other (describe how this meets subarea objective)</i>
Promote Resource Protection	
	<i>Protecting, preserving, and enhancing the state’s most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>
	<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>
	<i>Other (describe how this meets subarea objective)</i>
Encourage Efficient Development Patterns	
	<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>
	<i>(1) Uses land efficiently.</i>

Attachment 3: State and Other Planning Priorities Certification (Page 2 of 3)

	<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>
	<i>(3) Is located in an area appropriately planned for growth.</i>
	<i>(4) Is served by adequate transportation and other essential utilities and services.</i>
	<i>(5) Minimizes ongoing costs to taxpayers.</i>
	<i>Other (describe how this meets subarea objective)</i>

Other Planning Priorities

Affordability and Housing Choices	
	<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>
	<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>
	<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>
	<i>Utilizing surplus lands to promote affordable housing choices.</i>
	<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>
	<i>Other (describe how this meets subarea objective)</i>

Attachment 3: State and Other Planning Priorities Certification (Page 3 of 3)

Conservation of Existing Affordable Housing Stock	
<i>Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.</i>	
<i>Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and “just cause” eviction policies.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Climate Adaptation	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
<i>Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).</i>	
<i>Other (describe how this meets subarea objective)</i>	

Certification: I certify under penalty of perjury that all information contained in this LEAP State Planning and Other Planning Priorities certification form (Attachment 2) is true and correct.

Certifying Officials Name: _____

Certifying Official’s Title: _____

Certifying Official’s Signature: _____ Date: _____

Attachment 4: Required Resolution Template

RESOLUTION NO. [insert resolution number]

A RESOLUTION OF THE [INSERT EITHER “CITY COUNCIL” OR “COUNTY BOARD OF SUPERVISORS”] OF [INSERT THE NAME OF THE CITY OR COUNTY] AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Local Early Action Planning Grants program or LEAP); and

WHEREAS, the [insert either “City Council” or “County Board of Supervisors”] of [insert the name of the City or County] desires to submit a LEAP grant application package (“Application”), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

Now, therefore, the [insert either “City Council” or “County Board of Supervisors”] of [insert the name of the city or county] (“Applicant”) resolves as follows:

SECTION 1. The [insert the authorized designee’s TITLE ONLY] is hereby authorized and directed to apply for and submit to the Department the Application package;

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the [insert the authorized designee’s TITLE ONLY] of the [insert the name of the City or County] is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of [**\$ enter the dollar amount of the Applicant’s request**], and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the Applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

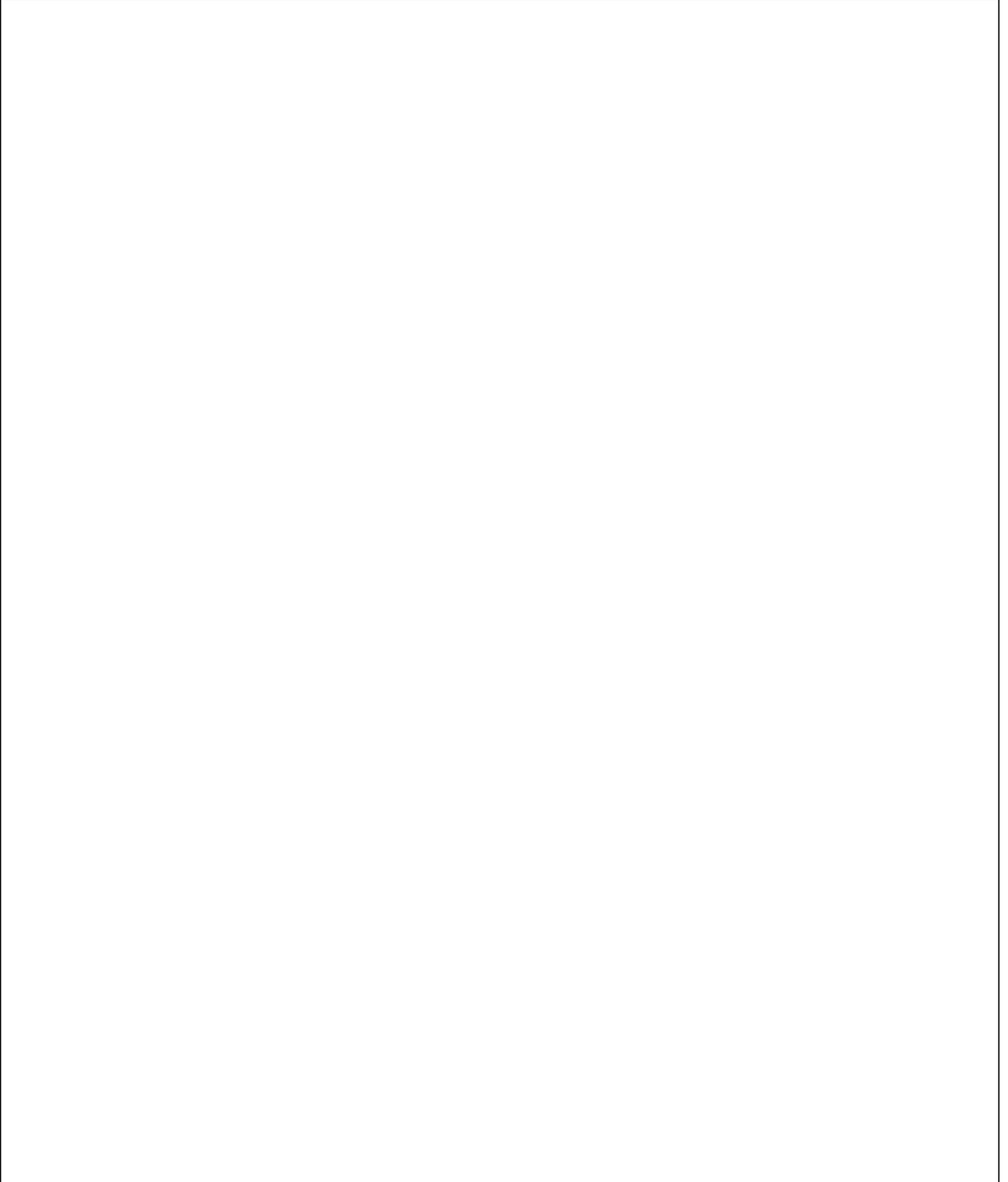
ADOPTED ON [insert the date of adoption], by the [insert either “City Council” or “County Board of Supervisors”] of [insert the name of the City or County] by the following vote count:

AYES: NOES: ABSENT: ABSTAIN:

_____ ATTEST: APPROVED AS TO FORM:
[Signature of Attesting Officer]

_____ APPROVED
[Signature of approval]

Appendix A



Appendix B

