



**CONSENT CALENDAR**

**Agenda Item # 6**

**AGENDA REPORT SUMMARY**

**Meeting Date:** June 9, 2020

**Subject:** Local Early Action Planning (LEAP) Grant Funding Application

**Prepared by:** Guido F. Persicone, Planning Services Manager, AICP

**Reviewed by:** Jon Biggs, Community Development Director

**Approved by:** Chris Jordan, City Manager

**Attachment(s):**

1. City Council Resolution No. 2020-21

**Initiated by:**

City staff

**Previous Council Consideration:**

January 28, 2019

**Fiscal Impact:**

The City will receive a \$150,000 grant from the State of California as part of this process.

- Breakdown of funds to be used :
  - o \$150,000 Grant
- Amount already included in approved budget: N
- Amount above budget requested: 0

**Environmental Review:**

- This is exempt from CEQA pursuant to Section 15061(b)(3) as it can be stated with certainty that accepting a grant from the State of California will not have a significant effect on the environment.

**Policy Question(s) for Council Consideration:**

- Should the City Council adopt a resolution authorizing the City Manager to apply for accept, and administer a grant of \$150,000 to complete the objective design standards project in accordance with the Housing Accountability Act (HAA) modifications as identified in (AB 678, SB167, AB1515) and SB35.

**Summary:**

- Staff seeks to apply for a grant of \$150,000 from the State of California to help fund a consultant to complete the objective standards project. The City Council is being asked

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**Reviewed By:**

City Manager

*CJ*

City Attorney

*JH*

Finance Director

*SE*

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to adopt a resolution authorizing the City Manager to apply for, accept, and administer, the grant on behalf of the City.



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**Staff Recommendation:**

- Adopt Resolution No. 2020-21 Authorizing the City Manager to accept a \$150,000 grant from the State of California.

**Background**

The Local Early Action Planning (LEAP) grant program is made available as a portion of the Local Government Planning and Support Grants program administered by the California Department of Housing and Community Development and provides funding to jurisdictions for the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance with the Regional Housing Needs Allocations. Funding for Los Altos is available in the amount of \$150,000 for the preparation of plans, streamlined processes and ordinance amendments that facilitate the production of housing. These LEAP funds can be utilized to leverage and expand upon SB 2 funds (\$140,000) that were previously awarded to the City for essentially the same purposes for the objective zoning standards being prepared by Lisa Wise Consultant (LWC) and Opticos Design. In order to apply for the grant funds, a resolution of authorization is required from the City Council and submittal of the material must be postmarked by no later than July 1, 2020. In light of COVID 19 and the limited staffing, City staff are requesting that the resolution be signed by the Mayor, City Manager and City Clerk by no later than June 16, 2020.

After consulting with the California Department of Housing and Community Development (State HCD), Los Altos City staff were also directed to file the LEAP grant with an amended Senate Bill 2 (SB 2) timeline in order to combine the two funding streams.

**Policy Implications**

The actions recommended in this report would implement the City's adopted 2015-2023 Housing Element policies and programs supporting the development of housing production, diversity of the City's housing stock. Below are Housing Element goals, policies, and programs related to the proposed grant application:

**Program 1.4.1 – Implement Zoning and Design Standards.** Continue to implement residential zoning, development standards and design review to ensure compatibility of housing with neighborhood character, minimum open yard space, and streets that are safe.



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**Program 1.4.2 - Evaluate Design Review Process.** Regularly review and adjust, if appropriate, criteria, objectives, and procedures for design review of residential construction to be compatible in terms of bulk and mass, lot coverage, and proportion with houses in the immediate vicinity. This program will set criteria under which development must be reviewed by the City staff, Architectural and Site Control Committee, or the Planning Commission.

### **Timeline**

Timely submittal of the grant is important as there have been unsubstantiated rumors that LEAP funds might be redirected to other state priorities and programs due to the impact COVID 19 has had on the State budget.

### **Options**

1) Option #1

**Advantages:** Los Altos will receive \$150,000 from the State of California to streamline the review of residential projects.

**Disadvantages:** City staff does not see a disadvantage to accepting this grant from the State

2) Option #2

**Advantages:** Los Altos declines the funds from the State

**Disadvantages:** The City would have to expend additional funds from the General Fund to review existing codes and regulations for conformance with the Housing Accountability Act.

### **Recommendation**

The staff recommends Option 1.

### **Attachments:**

1. Approval Resolution No. 2020-21

**RESOLUTION NO. 2020-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS 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 Los Altos 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 Los Altos (“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 Los Altos 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 [\$150,000], 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.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the \_\_\_ day of \_\_\_\_, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jan Peppers, MAYOR

ATTEST:

\_\_\_\_\_  
Andrea Chelemengos, MMC, CITY CLERK