



## **CITY COUNCIL AGENDA REPORT**

**Meeting Date: April 16, 2020**

**From:** John Swiecki, Community Development Director

**Subject:** Authorize Application of LEAP Grant Funding

### **Community Goal/Result**

Community Building

### **Purpose**

To obtain State of California grant funding available for Local Early Action Planning Grants program or LEAP.

### **Recommendation**

Authorize staff to submit a LEAP grant application via adoption of Resolution No. 2020-21 (Attachment 1). for the City to receive \$65,000 from the state for preparation and adoption of planning documents and/or process improvements that would accelerate housing production and facilitate compliance with the sixth cycle of the regional housing needs assessment (RHNA).

### **Background/Discussion**

In the 2019-20 Budget Act, Governor Newsom allocated \$250M for all regions, counties and cities to do their part in increasing availability of affordable housing by prioritizing planning activities that accelerate housing production to meet their local housing needs. Out of that allocation, the California Department of Housing and Community Development (HCD) earmarked \$119M for cities and counties through the LEAP grants program.

Similar to an SB2 planning grant which the City recently received, LEAP provides one-time grant funding to cities and counties to update planning documents and implement process improvements that will facilitate the acceleration of housing production and help jurisdictions prepare for the upcoming 6th cycle RHNA and forthcoming Housing Element. Funding amounts to individual jurisdictions are based on their specific request and their population. The maximum award for Brisbane would be \$65,000. The full amount of the grant funding may be awarded for eligible activities on a non-competitive basis, subject to HCD approval. In order to receive funding, a jurisdiction must submit their application to HCD by July 1, 2020. Grant awards would be ongoing following submission in 2020 and the expenditure deadline is December 31<sup>st</sup>, 2023.

Eligible activities are those that would facilitate accelerated housing production. These may be part of a larger planning effort, but with a nexus between the funding amount and housing production. Eligible activities include but are not limited to amendments to zoning or other planning documents such as general plans or specific plans, completing environmental clearance to eliminate project-specific review, establishing housing incentive zones and preparing and adopting housing elements that include an implementation component. For a more complete list of eligible activities, see the attached excerpt from state application form (Attachment 2).

The attached draft resolution authorizes the City Manager to submit the application on behalf of the City and to enter into the state's standard agreement, which would include reporting requirements until the grant funding has been expended.

Following Council's adoption of the attached resolution, staff will prepare the grant application and submit it to the state by the July 1 deadline. Proposed work items include any additional work required to complete tasks associated with the previously approved SB 2 grant and preliminary review of housing sites for eligibility in meeting future RHNA requirements in the forthcoming Housing Element.

#### **Fiscal Impact**

No cost to the City. Funding would be provided to the City by the State for development of housing programs, up to \$65,000.

#### **Measure of Success**

Compliance with submittal requirements in order to obtain LEAP grant funding.

#### **Attachments**

1. Draft Resolution No. 2020-21
2. HCD's LEAP Program Application Form (Excerpt)

  
\_\_\_\_\_  
John Swiecki, Community Development Director

  
\_\_\_\_\_  
Clay Holstine, City Manager

**-DRAFT-**

**CITY COUNCIL RESOLUTION NO. 2020-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE  
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,  
LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAMS 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 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 Brisbane 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 needs assessment, and

WHEREAS, the Department 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 BRISBANE RESOLVES AS FOLLOWS:

**Section 1.** City Manager Clayton Holstine 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, City Manager Clayton Holstine is authorized to submit the Application, enter into, execute, and deliver on behalf of the City of Brisbane, a State of California Agreement (Standard Agreement) for the amount of \$65,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the City of Brisbane's obligations related thereto, and all amendments thereto; and

**Section 3.** The City of Brisbane shall be subject to the items 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 City of Brisbane hereby

agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

---

Terry O'Connell, Mayor

I hereby certify that the foregoing Resolution No. 2020-21 was duly and regularly adopted at a regular meeting of the Brisbane City Council on April 16, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

---

Ingrid Padilla, City Clerk

**B. Proposed Activities Checklist**

<b>Check all activities the locality is undertaking. Activities must match the project description.</b>		
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