



STAFF REPORT 1/20/2021

TO: Planning Commission Chair and Commissioners
FROM: Luis Lopez, Development Services Director
SUBJECT: Update on the Coachella 6th Cycle Housing Element efforts.

At the December 16, 2020 meeting, the Planning Commission asked staff to make a presentation and give an update regarding our work efforts on the 6th Cycle Housing Element Update to the City's General Plan. As you know, every eight years, the city and county agencies of the SCAG region are required to update their Housing Elements. Staff will be preparing a PowerPoint slide presentation to provide more detailed information on our work to date, including the mandatory 5th Cycle Re-zoning efforts.

Attached to this staff report is a copy of the Scope of Work and Project Schedule for the consultant contract between the City and Lisa Wise Consulting, Inc. Listed below are the major tasks of the work effort as explained in the Scope of Work.

- Task 1.A Evaluation of 2021 Housing Element
- Task 1.B Type of Housing Allocation (RHNA Target Review)
- Task 1.C Analysis of Designated Disadvantaged Communities
- Task 1.D Document Review

Deliverables

- *Evaluation of 2021 Housing Element, to be incorporated into the draft Housing Element*
- *RHNA Review Memo (PDF, Word)*
- *Designated Disadvantaged Communities Analysis*

Task 2.A Housing Needs Assessment

Key data characteristics include:

- Demographics (e.g. age, race/ethnicity, employment projections)
- Household type/size, age and income (by race and ethnicity)
- Housing stock characteristics (e.g. type, vacancy, age/condition, and cost/affordability)
- Assessment of overcrowding and cost burden
- Special Needs (e.g. large households, persons with disabilities)

- Task 2.B Housing Needs Assessment
- Task 2.C Sites Inventory

Task 2.D Housing Constraints Assessment

Task 2.E Housing Resources Assessment

Deliverables (to be incorporated into the draft Housing Element in Task 3.A)

- *Housing Needs Assessment*
- *Inventory of Suitable Residential Sites*
- *Housing Constraints Assessment*
- *Housing Resource Assessment*
- *Implementation Plan (Housing Goals and Policies)*

Task 3.A Administrative Draft Housing Element

Task 3.B Public Review Draft Housing Element

Task 3.C Prepare Final Documents

Task 3.D Coordination with HCD

Deliverables:

- *Administrative Draft (One (1) reproducible copy, PDF, Word)*
- *Public Review Draft (One (1) reproducible copy, PDF, Word)*
- *Final Draft Housing Element (Thirty (30) reproducible copies, PDF, Word)*
- *Final Certified Housing Element (PDF, Word)*
- *Coordination and communication with HCD, including review meetings*

In addition to the above major tasks, the project schedule attached to this staff report outlines the overall schedule for completion of the above tasks, and the public outreach, public workshops, and public hearings. Staff will be available to answer questions following the presentation.

Finally, there is a memorandum from the consultant attached to this report that explains the Housing Element update process, and the various State laws that the City is subject to with the 6th Cycle Housing Element.

Attachment: LWC Project Scope and Schedule
Consultant Memo