



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 10/17/2023

ITEM NO: 7

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DATE: October 5, 2023  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Authorize Revenue and Expenditure Budget Adjustments in the Total Amount of \$40,000 to Recognize Receipt and Expenditure of the California Automated Permit Processing (CalAPP) Grant Administered by the California Energy Commission.

**RECOMMENDATION:**

Authorize revenue and expenditure budget adjustments in the total amount of \$40,000 to recognize receipt and expenditure of the California Automated Permit Processing (CalAPP) Grant administered by the California Energy Commission.

**REMARKS:**

SB 379 was passed in 2022, requiring local jurisdictions to adopt an online permitting platform that can verify code compliance and issue permits in real time for residential solar energy systems. Compliance with this law is required by September 30, 2024, for jurisdictions with a population under 50,000.

To help offset costs, the California Energy Commission (CEC) established the California Automated Permit Processing (CalAPP) grant program wherein a jurisdiction could qualify for up to \$40,000 reimbursement for subscription costs, training, and necessary staff time to adopt an online permitting system such as SolarApp+. Staff applied for the grant and were successfully awarded the full reimbursable amount of \$40,000. Staff has begun working with our IT consultant Tru-Point Solutions, to integrate the SolarApp+ software into our current permitting platform and expect it to be operational before the end of this calendar year.

**PREPARED BY:** Robert Gray  
Chief Building Official

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and  
Community Development Director

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SUBJECT: California Automated Permitting Processing (CalAPP) Grant

DATE: October 5, 2023

FISCAL IMPACT:

With Council approval to receive the CalAPP grant funds, a budget adjustment is needed to the General Fund. The budget adjustment recognizes an increase in expenditures in the amount up to \$40,000 that would be offset by grant revenue of an equal amount. The grant will be recorded to Fiscal Year 2023/24.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachment:

1. CEC Grant Agreement