



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 08/03/2021

ITEM NO: 5

DATE: July 27, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Adopt a Resolution Establishing a Housing Element Advisory Board for the 2023-2031 Housing Element Update.

RECOMMENDATION:

Adopt a Resolution establishing a Housing Element Advisory Board for the 2023-2031 Housing Element update.

BACKGROUND:

The Town of Los Gatos is required to prepare an updated General Plan Housing Element for the period covering 2023-2031 that is certified by the State Housing Community Development Department (HCD) by January 31, 2023. The Housing Element is one of nine state-mandated elements that must be included in every General Plan. The Housing Element assesses housing needs for all income groups within the community and identifies implementation programs to meet those housing needs. Unlike other General Plan elements, the Housing Element must be updated every eight years, rather than every 10 to 20 years, must address statutory requirements regarding its content, and is subject to mandatory review by HCD.

The Town's current (2015-2023) Housing Element was certified by HCD on May 5, 2015 and will serve as a foundation for the preparation of the 2023-2031 Housing Element. The draft Regional Housing Needs Allocation (RHNA) for Los Gatos is 1,993 units for the current planning cycle (RHNA 6), compared to 619 units in RHNA 5, representing a substantial increase from the past planning cycle.

PREPARED BY: Erin Walters
Associate Planner

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

PAGE 2 OF 4

SUBJECT: Housing Element Advisory Board

DATE: July 27, 2021

BACKGROUND (continued):

On April 21, 2021, the Town issued a Request for Proposals (RFP) for consultant services for preparation of the 2023-2031 Housing Element. The Town received an independent proposal from one firm, EMC Planning Group, Inc.

On June 15, 2021, the Town Council authorized the Town Manager to execute an agreement for Consultant Services with EMC Planning Group, Inc. to prepare the 2023-2031 Housing Element and associated public engagement and environmental review documents.

In July of 2021, staff and the Town's Housing Element consultant met to discuss the Housing Element update process.

DISCUSSION:

HCD requires communities to maximize public outreach and community involvement during the update of their housing elements. Given the Town's community interest in housing and development related topics, staff is recommending that Council establish a Housing Element Advisory Board (HEAB) to assist with the preparation of the upcoming Housing Element update and to provide recommendations on specific strategies, concepts, and/or policies for accommodating the Town's RHNA 6 cycle of 1,993 housing units for the next eight-year period. The consultant will incorporate these recommendations into the draft of the updated Housing Element.

Attachment 1 contains a draft resolution to establish the HEAB. If the resolution is approved, the HEAB would be comprised of the existing General Plan Committee members and two "at-large" members. Staff has contacted the "at-large" members of the General Plan Update Advisory Committee and two of the "at-large" members expressed interest in participating on the HEAB. Those two members are Susan Moore-Brown and Ryan Rosenberg. The first HEAB meeting is expected to occur in September of 2021.

CONCLUSION:

Staff recommends that the Town Council adopt a resolution to establish the HEAB.

FISCAL IMPACT:

Funding for the Housing Element will come from a combination of a Regional Early Action Planning ("REAP") Grant, a Local Early Action Planning ("LEAP") Grant and the General Plan Update Fund. Sufficient funds are available from these sources.

PAGE 3 OF 4

SUBJECT: Housing Element Advisory Board

DATE: July 27, 2021

COORDINATION:

This report has been coordinated with the Town Manager's Office, Town Attorney's Office, and the Finance Department.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under California Environmental Quality Act, and no further action is required.

Attachment:

1. Draft Resolution

*This Page
Intentionally
Left Blank*