

## REPORT TO CITY COUNCIL

**DATE: MAY 13, 2020**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: GREG RAMIREZ, CITY MANAGER**

**BY: RAMIRO ADEVA, COMMUNITY DEVELOPMENT DIRECTOR  
DOUG HOOPER, PLANNING DIRECTOR**

**SUBJECT: ADOPTION OF RESOLUTION NO. 20-1931, AUTHORIZING THE FILING OF AN APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS**

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Staff is requesting the City Council adopt Resolution No. 20-1931, authorizing the City Manager, or the City Manager's designee, to apply for the California Department of Housing and Community Development ("HCD")'s Local Early Action Planning ("LEAP") Grants Program, in the amount of \$150,000. Staff also requests the City Council authorize the City Manager, or the City Manager's designee, to execute the Standard Agreement with HCD, if the funds are awarded.

The LEAP Grants Program is part of a broader program formerly known as the Local Government Planning Support Grants Program, which was established as part of the 2019-20 Budget Act. The 2019-20 Budget Act provides a spectrum of support, incentives, resources, and accountability to meet California's housing goals. The LEAP Grants Program provides one-time grant funding to regions and jurisdictions to: 1) prepare and adopt planning documents and process improvements that accelerate housing production; and 2) facilitate compliance in implementing the sixth cycle of the regional housing needs assessment ("RHNA"). Examples of the 20 types of projects eligible for funding include:

- 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.
- 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 standard modifications proposed for significant areas of locality.
- 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.

- Other planning documents or process improvements that demonstrate an increase in housing-related planning activities and facilitate accelerating housing production.

At this time, \$150,000 is available to the City of Agoura Hills, through a noncompetitive process, to support such efforts. An application must be submitted to receive funds. Staff proposes to request the full \$150,000 to fund General Plan updates that are required as part of the next Housing Element update.

State law recognizes the vital role local governments play in the availability, adequacy, and affordability of housing. Every jurisdiction in California is required to adopt a comprehensive, long-term General Plan to guide its physical development; the Housing Element is one of the seven mandated elements of the General Plan. Housing Element law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law recognizes that in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, State housing policy rests largely upon the effective implementation of local General Plans and in particular, local Housing Elements.

California's Housing Element law requires that each jurisdiction develop local housing programs to meet its "fair share" of existing and future housing needs for all income groups. The Southern California Association of Governments (SCAG) is responsible for developing and assigning the regional needs assessment, or "RHNA," to southern California jurisdictions. Pursuant to the RHNA planning period, the City's Housing Element is in its fifth cycle and is an eight-year plan extending from 2013-2021. The sixth cycle will extend from 2021-2029, with City adoption and HCD approval required by October 2021.

A separate and required component with the Housing Element update includes updates to the Safety, Land Use, and Circulation Elements of the General Plan. By state law, the Housing Element update, which is the City's next General Plan amendment, triggers an update to the Safety Element. The Land Use and Circulation Elements will also need to be updated for consistency with the Housing Element, including amended land use designations. In addition, review for compliance with the California Environmental Quality Act (CEQA) will need to be prepared for these General Plan amendments, including the Housing Element. Staff will separate the entirety of this work from the Housing Element update for contract purposes, although the timing for completion will be similar.

Staff estimates the cost for preparing updates to the General Plan Safety, Land Use, and Circulation Elements, and associated CEQA work is \$300,000, for which staff will seek consultant bids as one entire project. Staff is proposing the total \$150,000 of LEAP Grant Program funds be applied to this project, General Funds will be budgeted over the next two Fiscal Years for the remaining costs associated with this project.

The deadline for the LEAP Grant Program application is July 1, 2020. With the City Council's approval of the resolution, staff will submit the application to HCD, which reviews the applications within 30 days of receipt and targets awards of applications within 60 days. Subsequent standard agreements are processed within 60 days of application awards. Staff recommends the City Council authorize the City Manager, or his/her designee, to sign HCD's Standard Agreement. The City Council's adoption of the attached resolution will enable the City Manager to execute the agreement without returning to the City Council.

## **RECOMMENDATION**

Staff recommends the City Council adopt Resolution No. 20-1931, authorizing the City Manager, or the City Manager's designee, to apply for the California Department of Housing and Community Development ("HCD")'s Local Early Action Planning ("LEAP") Grants Program, in the amount of \$150,000. Staff also recommends the City Council authorize the City Manager, or the City Manager's designee, to execute the Standard Agreement with HCD, if the funds are awarded.

Attachment: Resolution No. 20-1931

**RESOLUTION NO. 20-1931**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
AGOURA HILLS, CALIFORNIA, AUTHORIZING  
APPLICATION FOR, AND RECEIPT OF, LOCAL  
GOVERNMENT PLANNING SUPPORT GRANT PROGRAM  
FUNDS**

WHEREAS, pursuant to Health and Safety Code 505015 et seq., the Department of Housing and Community Development ("Department") is authorized to issue Notice of Funding Availability ("NOFA") as part of the Local Government Planning Support Grants Program (herein referred to by the Department as the Local Early Action Planning Grants program or "LEAP"); and

WHEREAS, the City Council of the City of Agoura Hills 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 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, BE IT RESOLVED, by the City Council of the City of Agoura Hills as follows:

Section 1. The City Manager, or his/her designee, 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, or his/her designee, of the City of Agoura Hills ("Applicant"), is authorized to submit the Application, enter into, execute 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.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020, by the following vote to wit:

AYES:     ()  
NOES:     ()  
ABSTAIN:  ()  
ABSENT:  ()

\_\_\_\_\_  
Illece Buckley Weber, Mayor

ATTEST:

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Kimberly M. Rodrigues, MMC, City Clerk