



STAFF REPORT

AGENDA ITEM NO: 8h

MEETING DATE: November 18, 2019

To: Honorable Mayor and City Council

Date: November 18, 2019

From: Kevin Gardiner, Community Development Director – (650) 558-7253

Subject: Adoption of a Resolution Authorizing Application for, and Receipt of, SB 2 Planning Grants Program Funds for the North Rollins Road Specific Plan

RECOMMENDATION

The City Council is asked to adopt a resolution authorizing the application and receipt of SB 2 Planning Grants Program Funds for the North Rollins Road Specific Plan.

BACKGROUND

In 2017, Governor Brown signed a legislative package aimed at addressing the state's housing shortage and high housing costs. Specifically, it included the Building Homes and Jobs Act (SB 2, 2017), which establishes a \$75 recording fee on real estate documents to increase the supply of affordable homes in California.

As the first implementation of funding under SB 2, the Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for approximately \$123 million under the Senate Bill 2 (SB 2, 2017) Planning Grants Program. SB 2 directs HCD to use 50 percent of the first year's revenue to establish a program that provides financial and technical assistance to local governments to update planning documents and land-use ordinances.

The Planning Grants Program is specifically intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. The maximum award amount is a sliding scale based on population, with municipalities with less than 60,000 people (such as Burlingame) eligible for \$160,000 in funding.

DISCUSSION

In order to be eligible for grant funding, an applicant must submit an application by November 30, 2019. The application must include a fully executed resolution authorizing the application for, and receipt of, Planning Grants Program funds. The resolution must include specific language specified by HCD.

Staff has proposed that the \$160,000 grant funding be applied towards the development of a specific plan for the North Rollins Road planning area. Specific Plans that facilitate additional

housing capacity are considered one of the “Priority Policy Areas” and as such are automatically eligible for funding through the program.

A Request for Proposals (RFP) for a consultant team to prepare the North Rollins Road Specific Plan was issued on October 24, 2019. A pre-proposal meeting was held on November 7, and representatives from 12 different firms attended. Proposals are due December 5, 2019, and interviews with the highest ranked proposers are anticipated to be conducted in early January 2020. Work on the specific plan is anticipated to commence shortly after the consultant team is selected and has entered into a professional services agreement.

FISCAL IMPACT

In the FY 2018-19 Operating and Capital Budgets to Reflect the Recommended Mid-year Adjustments, the City Council allocated \$225,000 from the General Fund towards a CIP project to establish for the North Rollins Road Specific Plan. Approximately \$96,000 is anticipated to be remaining in funding originally allocated to the General Plan Update after accounting for a contract amendment currently requested by the General Plan consultant. The SB 2 Planning Grants Program would provide an additional \$160,000, for a total of \$481,000 allocated towards the funding of the specific plan.

Exhibit:

- Resolution