SB 2 Planning Grants
Webinar

April 17, 2019
All phone lines have been muted.

For **written** questions - use the Q&A window to the right side of your screen. Please enter your name, title and city.
Welcome and Opening Remarks

- Carolyn Coleman, Executive Director, League of California Cities

- Stephanie Park, Policy Consultant, Senate President Pro Tempore Toni G. Atkins

- Ben Metcalf, Director, California Department of Housing and Community Development (HCD)
I. SB 2 Planning Grant Program NOFA: Application Overview
   a. John Buettner, HCD Specialist

II. Technical Assistance Overview
   a. Sohab Mehmood, HCD Representative II
   b. Chelsey Payne, Deputy Project Manager, PLACEWORKS
   c. Natalie Kuffel, Land Use Counsel, Governor's Office of Planning and Research
   d. Helen Campbell, Senior Projects Analyst, Governor's Office of Planning and Research

III. The Institute for Local Government
   a. Karalee Browne, Program Manager, Institute of Local Government (ILG)
Senate Bill (SB) 2
Planning Grants Program (PGP)
NOFA
SB 2 created the

- First **permanent source** of funding dedicated to affordable housing development

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2 and beyond</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% Planning Grants</td>
<td>70% Affordable</td>
</tr>
<tr>
<td>5% for Technical Assistance</td>
<td>Housing</td>
</tr>
<tr>
<td>50% Homeless Programs</td>
<td>15% middle-income</td>
</tr>
<tr>
<td></td>
<td>rental</td>
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<tr>
<td></td>
<td>5% production</td>
</tr>
<tr>
<td></td>
<td>incentive</td>
</tr>
<tr>
<td></td>
<td>10% farmworker</td>
</tr>
<tr>
<td></td>
<td>housing</td>
</tr>
</tbody>
</table>
Program Goals

- Accelerate housing production
- Streamline approval of housing
- Facilitate housing affordability
- Promote development
- Ensure geographic equity
- Support local govts. through TA
# Program Highlights

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Over-the-counter process</td>
<td>Non-competitive</td>
</tr>
<tr>
<td>Grant amounts based on population categories</td>
<td>Priority Policy areas</td>
</tr>
<tr>
<td>8-month application window</td>
<td>Technical assistance</td>
</tr>
</tbody>
</table>

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## Funding Available

<table>
<thead>
<tr>
<th>Minimum Grant Any size</th>
<th>Small Up to 60,000 people</th>
<th>Medium 60,000 – 200,000 people</th>
<th>Large Greater than 200,000 people</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25,000</td>
<td>Max $160,000</td>
<td>Max $310,000</td>
<td>Max $625,000</td>
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</table>

League of California Cities® | www.cacities.org
<table>
<thead>
<tr>
<th>Events</th>
<th>Dates</th>
</tr>
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<tbody>
<tr>
<td>NOFA release</td>
<td>March 28, 2019</td>
</tr>
<tr>
<td>NOFA Application Workshops/Webinar</td>
<td>April 1 – May 1, 2019</td>
</tr>
<tr>
<td>Final due date for OTC applications</td>
<td>November 30, 2019</td>
</tr>
<tr>
<td>Housing Element adoption</td>
<td>By date of submission of the application</td>
</tr>
<tr>
<td>Housing Element compliance</td>
<td>By the time of award</td>
</tr>
<tr>
<td>Annual progress report submissions</td>
<td>By date of submission of the application</td>
</tr>
<tr>
<td>Anticipated end of grant term (expenditure dates)</td>
<td>June 30, 2022</td>
</tr>
<tr>
<td>Technical Assistance Program</td>
<td>March 28, 2019 – June 30, 2022</td>
</tr>
</tbody>
</table>
Eligibility Considerations and Priority Policy Areas
Eligible Applicants

• Local governments i.e., cities and counties

  – Local governments may partnership via legally binding agreements w/other local entities such as regional governments, housing authorities, school districts, special districts, community based organizations, or any duly constituted governing body of an Indian Reservation or Rancheria.
Threshold Requirements

1) **Housing Element (HE) compliance**
   - Refer to HCD website for compliance status

2) **Annual Progress Report (APR) Submittal**
   - 2017 or 2018

3) **Demonstrate a nexus to accelerating housing production**
   - Exception: Applicants utilizing Priority Policy Areas (PPA) automatically prove the nexus

4) **Certify consistency with State or Other Planning Priorities**
   - Self-certification
Policy Priority Areas (PPA)

• Rezone to permit by-right

• Objective design and development standards

• Specific plans or Form based codes coupled with CEQA streamlining
PPAs

- Accessory Dwelling Units (ADU) or other low-cost building strategies
- Expedited processing (speeding up approvals and permit processing)
- Housing Related Infrastructure Financing and Fee Reduction Strategies
Applications and PPAs

• Applicants proposing PPAs are automatically deemed to accelerate housing production without any further documentation or demonstration to the Department (unless mixing with activities that are not considered PPAs).

  – Streamlines the approval process

  – Applicants not utilizing PPAs must demonstrate their activity’s nexus to accelerating housing production
Eligible activities include, but are not limited to:

- Updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans.
- Updates to zoning ordinances.
- Environmental analyses that eliminate the need for project-specific review.
Eligible activities include, but are not limited to:

- Local process improvements that improve and expedite local planning
- Pre-approved site plans
- Regional housing trust fund plans
- Other activities that demonstrate a nexus to accelerating housing production
Eligible Uses

• Costs of preparing and adopting the proposed activity

• May not be used for administrative costs of persons employed by the grantee for activities not directly related to the proposed activity

• Maximum of five percent may be used for administrative costs
Application and Forms
Application and Forms

The Guidelines, NOFA, Application, Taxpayer ID, and Grant Amounts can be downloaded from the SB 2 Planning Grants webpage:

Guidelines
- Guidelines (PDF)

Get Funding
- 2019 Notice of Funding Availability – SB 2 Planning Grants Program (PDF)
- SB 2 Planning Grants Program Application (PDF)
- Government Agency Taxpayer ID Form (PDF)
- Maximum Grant Amounts Per Jurisdiction (PDF)
Application Information

Packaging Instructions
Section A. Applicant Information
Section B. Applicant Certification
Section C. Threshold Requirements
Section D. Proposed Activities Checklist
Section E. Project Description
Section F. Project Timeline and Budget
Section G. Legislative Information
Attachment 1: Planning Priorities Certification  
Attachment 2: Nexus to Accelerating Housing Production  
Attachment 3: Sample Resolution  
Appendix A and B (for additional information)
Packaging

The package must contain the following:

1. Original signed application and
   a. Attachment 1 (all applicants must provide)
   b. Attachment 2 (only if not utilizing PPAs)
2. Fully executed resolution
3. Government Agency Taxpayer ID Form
4. Copy of legally binding partnership agreement (if applicable)
5. Other documentation as necessary to prove nexus (letters of support, plans, studies, etc.)
# Section A: Applicant Information

_Pursuant to Article II, Section 200 of the Guidelines, local governments may partner through legally binding agreements with other forms of governments or entities. However, all local governments must submit separate, signed application packages that identify their respective responsibilities and deliverables, even if partnering with other entities._

<table>
<thead>
<tr>
<th><strong>Is the applicant partnering with another eligible local government entity?</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td><strong>No</strong></td>
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</tbody>
</table>
Partnering With Other Entities

Partnerships are allowed via legally binding agreements. Please include a copy of the agreement and the names of all partners in Section A, if applicable.

<table>
<thead>
<tr>
<th>Partner(s) Name (if applicable)</th>
<th>Partner Agency Type</th>
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<tbody>
<tr>
<td></td>
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<tr>
<td>Partner(s) Name (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Partner Agency Type</td>
<td></td>
</tr>
</tbody>
</table>
**Section C: Threshold Requirements**

Question 3, utilizing PPAs: be sure to provide Attachment 2 if not utilizing PPAs.

<table>
<thead>
<tr>
<th>Is the applicant utilizing one of the Priority Policy Areas listed below (as defined in section VIII, subsection (3) of the NOFA)?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
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<tr>
<td>Rezone to permit by-right</td>
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<td>□</td>
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<tr>
<td><strong>No</strong></td>
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<td>□</td>
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<tr>
<td><strong>The applicant is proposing PPAs and other activities not considered PPAs and is demonstrating how these activities have a nexus to accelerating housing production by submitting Attachment 2.</strong></td>
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</table>
## Section F: Project Timeline and Budget

<table>
<thead>
<tr>
<th>Project Goal(s)</th>
<th>Objective</th>
<th>Responsible Party</th>
<th>Est. Cost</th>
<th>Begin</th>
<th>End</th>
<th>Deliverable</th>
<th>*PPA</th>
<th>Notes</th>
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<tr>
<td>Applicant</td>
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<td>Yes</td>
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<td>Partner</td>
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<td>Other</td>
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<td>N/A</td>
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</tr>
</tbody>
</table>

- **Total Est. Cost $**: 0

**Denote responsible party**

**Is the deliverable a PPA?**

**Complete**
## Section F: Example

### F. Project Timeline and Budget

<table>
<thead>
<tr>
<th>Project Goal(s)</th>
<th>Responsible Party</th>
<th>Est. Cost</th>
<th>Begin</th>
<th>End</th>
<th>Deliverable</th>
<th>*PPA</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective Multi Family Design Guidelines</td>
<td>Applicant</td>
<td>$ 0</td>
<td>5/15/19</td>
<td>12/13/19</td>
<td>Objective Multi Family Design Guidelines</td>
<td>Yes</td>
<td>$147,432 Total Cost</td>
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<tr>
<td>Public Workshops</td>
<td>Applicant</td>
<td>$32,435</td>
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<td>N/A</td>
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<tr>
<td>Admin Draft Guidelines</td>
<td>Applicant</td>
<td>$100,253</td>
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<td></td>
<td>N/A</td>
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<td>CEQA</td>
<td>Applicant</td>
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<td>N/A</td>
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<td>Adoption Hearings</td>
<td>Applicant</td>
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<td>2 PC/2 CC</td>
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<td>ADU Ordinance Update</td>
<td>Applicant</td>
<td>$0</td>
<td>6/3/19</td>
<td>9/27/19</td>
<td>Revised ADU Ordinance</td>
<td>Yes</td>
<td>$12,568 Total Cost</td>
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<td>Draft Ordinance</td>
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<td>$9,425</td>
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<td>CEQA</td>
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<td>N/A</td>
<td>1 PC 1 CC</td>
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<td>N/A</td>
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<tr>
<td>Other</td>
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<td>N/A</td>
<td>Total $160,000</td>
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</table>

*Priority Policy Area (PPA)
All applicants must self-certify their jurisdiction’s status for meeting **State Planning Priorities** or **Other Planning Priorities**.

### State Planning Priorities

<table>
<thead>
<tr>
<th>Date Completed</th>
<th>Brief Description of the Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Promote Infill and Equity</strong></td>
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<tr>
<td></td>
<td>Maintaining, and improving, the quality of life and redevelopment of areas presently served by water, sewer, and other essential services, particularly in underserved areas.</td>
</tr>
</tbody>
</table>

### Other Planning Priorities

**Affordability and Housing Choices**

Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.
Attachment 2: Nexus to Accelerating Housing Production

Fill out Attachment 2 only if the applicant answered “No” to item 3 in Section C or is utilizing Policy Priority Areas AND other activities not designated as such. Applicants answering “Yes” to question 3 in Section C and utilizing ONLY Priority Policy Areas are automatically deemed to demonstrate a nexus to accelerating housing production, and do not need to complete this form.

- If using both PPA(s) and regular activities, you must submit Attachment 2 and *document the nexus.

*Documentation such as letters of support, plans, studies, etc., may be required to support your case.
Attachment 3: Sample Resolution

RESOLUTION NO. 2019-XX
A RESOLUTION OF THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF
___[CITY, COUNTY NAME]___
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 29, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the [City Council/County Board of Supervisors] of ____________ (City/County) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to $1.2 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF ______________________ RESOLVES AS FOLLOWS:
The attesting officer cannot be the person authorized in Section 4 as the authorized signor.

SECTION 4. The [City Council/County Board of Supervisors] Executive or designee is authorized and directed to execute the [City/County] of ___________ Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the [City/County] as required by the Department for receipt of the PGP Grant.

ADOPTED ________________, 2019, by the [City/County] Board of Supervisors of the County of ________________

by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

______________________________ County Executive

ATTEST: APPROVED AS TO FORM:
Final Close-Out Report

Not part of the application; just a reminder!

Pursuant to Section 604 of the Guidelines, each jurisdiction must submit a close-out report summarizing the following aspects of the project(s):

- Brief Summary
- Lead Agency and Partnerships
- Drivers
- Engagement Process
- Challenges
- Outcomes
Questions?
Technical Assistance
TA Program

• PlaceWorks Technical Assistance Team
  – Made up of PlaceWorks, Ascent, Provost and & Pritchard, ILG and Policy Link

• Direct Assistance to Applicants
  ▪ Grant writing (limited)
  ▪ Review of ideas and draft applications
  ▪ Identification of eligible activities
  ▪ Housing element compliance
  ▪ Annual progress reports
TA Program

- **Toolkit and Menu of Services**
  - Initial assessment tool
  - Identifies locally appropriate SB 2 eligible activities

- **Menu of Services**
  - Ex: writing scopes of work, site assessment, revising existing housing approval standards, etc
Regional TA approach

- Regional Locations
- All city and county governments grouped into 11 statewide regions
- Each region has its own liaison(s)
- Liaisons provide technical assistance for their region and bring in experts for additional assistance
SB2 REGIONAL LIAISONS

Sohab Mehmood
HCD TA Lead
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Cynthia Walsh
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Chelsey Payne
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@AscentEnvironmental.com

Sara Allinder
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Adam Lewandowski
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AscentEnvironmental.com

Jonathan Nettler
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Mark Hoffman
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Colin Dukker
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Brooke Peterson
bpeterson@placeworks.com

PLACEWORKS
The Governor’s Office of Planning and Research (OPR) will be working with HCD and PlaceWorks to provide technical assistance on the topics of planning and CEQA.

OPR serves the Governor and his Cabinet as staff for long-range planning and research, and constitutes the comprehensive state planning agency. OPR also drafts the CEQA Guidelines.
OPR: Specific Tools

- General Plan Guidelines Update 2017
- Technical Advisory on CEQA Review of Housing Projects
  - opr.ca.gov/ceqa/technical-advisories.html
- In Progress
  - CEQA Streamlining Map
  - Update of Specific Plan Guidance Document
  - Technical Advisory on Tiering from Plan-level EIRs
Questions?
League of California Cities
SB2 Planning Grants Webinar

Karalee Browne
Program Manager
The Institute for Local Government

ILG is the non-profit education & training affiliate of

[Logos of CSAC, League of California Cities, and CSDA]
What does ILG do?

Promoting good government at the local level

Program Areas
- Leadership & Governance
- Sustainable Communities
- Public Engagement
- Youth & Civics Education

Services
- Education & Training
- Technical Assistance
- Capacity Building
- Convening

Practical, impartial and easy-to-use resources
2019 Housing-Related Initiatives

Affordable Housing
Homelessness
Wildfire & Climate Resilience

Public Engagement Training
Opportunity Zones
Capacity Building in Disadvantaged Communities
ILG’s Role in SB2 Technical Assistance

- Increase awareness about SB2 planning grant availability
- Connect cities with **PLACEWORKS** technical assistance
- Document best practices and housing success stories
- Provide a housing-focused community engagement training
- Update the ILG Housing Toolbox
ILG Affordable Housing Toolbox

Current Content:
- Building and Design
- Addressing Community Concerns
- Designing Public Participation Process
- Project Design Implementation

New Content May Include:
- New public engagement strategies
- Innovative housing, like ADUs
- Parking and transportation models
Innovative Ideas
City of Santa Cruz: ADU Program

• Updated ADU ordinance
• Engaged architects to create pre-approved prototype plans
• Hosted community engagement events to educate public
• Developed “how to” manuals
• Created partnerships to foster financing options

* Learn more in the March issue of Western City Magazine
Plan Highlights:

• Form Based Code that regulates urban development
• Complete Streets Plan
• Infrastructure Analysis for needed improvements
• Environmental Analysis eliminates the need for project specific review

Plan Outcome:

• Fostered high quality affordable housing
Folsom is proposing physical improvements to a customer service counter:

- New technologies
- Enhanced customer terminals
- Improved web-based platform for zoning information
- Public kiosk for project submittals
- Access to data and public records

**Nexus to Housing:**
- Planned improvements and software conversion will result in a more efficient, convenient, and cost-effective customer experience to streamline and facilitate housing production.
Flexible Funding is Rare!

Tips for Success:

- Be innovative!
- Stay within the six priority policy areas for faster approval
- Get your application in early (application window is only 8 months)
- Take advantage of technical assistance; it’s like having a free consultant!
- Remember, this is a non-competitive, over the counter process for PLANNING FUNDS. This opportunity doesn’t come along that often!
Questions?
Thank you!