

Local Early Action Planning Grant Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Doug McCauley, Acting Director
Department of Housing and Community Development**

**Zachary Olmsted, Deputy Director
Department of Housing and Community Development
Housing Policy Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>

Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

LEAP Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Local Early Action Planning Grants (LEAP) provisions pursuant to Health and Safety Code Sections 50515 through 50515.05. LEAP provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production and facilitate compliance in implementing the sixth cycle of the regional housing need assessment. If you have questions regarding this application or LEAP, email earlyactionplanning@hcd.ca.gov.

If approved for funding, the LEAP application is incorporated as part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

All applicants must submit a complete, signed, original application package and digital copy on CD or USB flash drive to the Department and postmarked by the specified due date in the NOFA. Applicants will demonstrate consistency with LEAP requirements by utilizing the following forms and manner prescribed in this application.

- Pages 3 through 14 constitute the full application (save paper, print only what is needed)
- Attachment 1: Project Timeline and Budget: Including high-level tasks, sub-tasks, begin and end dates, budgeted amounts, deliverables, and adoption and implementation dates.
- Attachment 2: Nexus to Accelerating Housing Production
- Attachment 3: State and Other Planning Priorities
- Attachment 4: Required Resolution Template
- Government Agency Taxpayer ID Form (available as a download from the LEAP webpage located at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>)
- If the applicant is partnering with another local government or other entity, include a copy of the legally binding agreement; and
- Supporting documentation (e.g., letters of support, scope of work, project timelines, etc.)

Pursuant to Section XII of the LEAP 2020 Notice of Funding Availability (NOFA), the application package must be postmarked on or before July 1, 2020, and received by the Department at the following address:

**Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

A. Applicant Information and Certification

Applicant (Jurisdiction)		County of Nevada	
Applicant's Agency Type		Community Development Agency	
Applicant's Mailing Address		950 Maidu Avenue	
City		Nevada City	
State	California	Zip Code	95959
County		Nevada	
Website		www.mynevadacounty.com	
Authorized Representative Name		Sean Powers	
Authorized Representative Title		Community Development Agency Director	
Phone	530-265-1576	Fax	530-265-9854
Email	Sean.Powers@co.nevada.ca.us		
Contact Person Name		Brian Foss	
Contact Person Title		Planning Director	
Phone	530-265-1256	Fax	530-265-9854
Email	Brian.Foss@co.nevada.ca.us		
Proposed Grant Amount	\$	300,000	

Pursuant to Health and Safety Code Section 50515.03 through (d) of the Guidelines, all applicants must meet the following two requirements to be eligible for an award:

1. Does the application demonstrate a nexus to accelerating housing production as shown in Attachment 2?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2. Does the application demonstrate that the applicant is consistent with State Planning or Other Priorities shown in Attachment 3?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Is a fully executed resolution included with the application package?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the address on the Government Agency Taxpayer ID Form exactly match the address listed above?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Is the applicant partnering with another eligible local government entity? If Yes, provide a fully executed copy of the legally binding agreement.	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Local Early Action Planning Program (LEAP), the Community Development Agency assumes the responsibilities specified in the Notice of Funding Availability and certifies that the information, statements and other contents contained in this application are true and correct.

Signature:  Name: Sean Powers

Date: 6/24/2020 Title: Community Development Agency Director

B. Proposed Activities Checklist

Check all activities the locality is undertaking. Activities must match the project description.

1	<input checked="" type="checkbox"/>	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
2	<input type="checkbox"/>	Completing environmental clearance to eliminate the need for project-specific review
3	<input type="checkbox"/>	Establishing housing incentive zones or other area based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code
4	<input checked="" type="checkbox"/>	Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents
5	<input type="checkbox"/>	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
6	<input checked="" type="checkbox"/>	Revamping local planning processes to speed up housing production
7	<input type="checkbox"/>	Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code
8	<input checked="" type="checkbox"/>	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 standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
9	<input type="checkbox"/>	Rezoning to meet requirements pursuant to Government Code Section 65583(c)(1) and other rezoning efforts to comply with housing element requirements, including Government Code Section 65583.2(c) (AB 1397, Statutes of 2018)
10	<input type="checkbox"/>	Upzoning or other implementation measures to intensify land use patterns in strategic locations such as close proximity to transit, jobs or other amenities
11	<input type="checkbox"/>	Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps); Establishing Pre-approved architectural and site plans
12	<input type="checkbox"/>	Preparing and adopting housing elements of the general plan that include an implementation component to facilitate compliance with the sixth cycle RHNA
13	<input type="checkbox"/>	Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) that accommodate the development of housing and infrastructure and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation
14	<input type="checkbox"/>	Zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
15	<input type="checkbox"/>	Zoning incentives for housing for persons with special needs, including persons with developmental disabilities
16	<input type="checkbox"/>	Planning documents related to carrying out a local or regional housing trust fund
17	<input checked="" type="checkbox"/>	Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15% of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production
18	<input checked="" type="checkbox"/>	Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production
19	<input type="checkbox"/>	Establishing Prohousing Policies

C. Project Description

*Provide a description of the project and each activity using the method outlined below, and ensure the narrative speaks to **Attachment 1: Project Timeline and Budget**.*

- a. Summary of the Project and its impact on accelerating production*
- b. Description of the tasks and major sub-tasks*
- c. Summary of the plans for adoption or implementation*

Please be succinct and use Appendix A or B if more room is needed.

There is a demonstrated need for housing that is more affordable in Nevada County. The Community Development Agency plans to use the LEAP grant to assist the public by offering 1) pre-approved available architectural drafting and engineering master housing plans and 2) an updated land use plan for the County's "Higgins Area" to assist in expedited development in one of the County's available areas for higher density residential development in the southeast portion of the County off Hwy 49.

The Building Department will contract out for architectural drafting and engineering for 6 different master plans with prefabricated truss calculations. Designs will encourage plans to minimize construction costs for more afford-ability and include engineering for projects to fit our County's diverse terrain and snow loads. Designs will also include foundation construction alternatives for building on sloping or flat sites and for either slab-on-grade or raised floor construction. The master plans will include release and approval from all design professionals involved in all plans allowing use of these plans for all customers in the unincorporated areas of the County, the City of Grass Valley, and the City of Nevada City.

Master Plan Options include:

1. 300-400sqft tiny home with a loft in compliance with California Residential Code Appendix Chapter Q which can be utilized as ADU or stand-alone affordable housing
2. 400-600sqft 2-story ADU with 1-bed, 1-bath over 2-car garage with both exterior access to dwelling
3. 600-800sqft single-story 2-bed, 1-bath single-family dwelling/ADU with one-car garage
4. 1,000-1,200sqft single story 3-bed, 2-bath single-family dwelling/ADU with 2-car garage
5. 1,600-1,800sqft single story 3-bed, 2-bath single-family dwelling unit with 2-car garage
6. 1,800-2,200sqft single story 4-bed, 2-bath single-family dwelling unit with 2-car garage

The Planning Department will conduct reviews and develop an update to the Higgins Area Plan which was approved in 2000. The existing Plan area contains approximately 100 parcels with mixed land use designations including commercial, agriculture, public zoning and 136 acres of multi-family residential. The Plan area is likely to be expanded to encompass more land for additional housing opportunities.

The primary goal of the Area Plan update is to reflect the needs of the community in terms of housing and commercial businesses to support everyday living and needs of residents and visitors to the area.
(Continued on Appendix A)

D. Legislative Information

District	#	Legislator Name
Federal Congressional District	1	Doug LaMalfa
State Assembly District	1	Megan Dahle
State Senate District	1	Brian Dahle

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

Attachment 1: Project Timeline and Budget: (if more room is needed, duplicate Attachment 1 or add attachment labeled Attachment 1A)

[illegible]

Include high-level tasks, major sub-tasks (Drafting, Outreach, Public Hearings and Adoption), budget amounts, begin and end dates and deliverables. If other funding is used, please note the source and amount in the Notes section.

Attachment 2: Application Nexus to Accelerating Housing Production

Applicants shall demonstrate how the application includes a nexus to accelerating housing production by providing data regarding current baseline conditions and projected outcomes such as a reduction in timing, lower development costs, increased approval certainty, increases in number of entitlements, more feasibility, or increases in capacity. An expected outcome should be provided for each proposed deliverable. If necessary, use Appendix B to explain the activity and its nexus to accelerating housing production.

Select at least one	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)	30 days	14 days	15 days	Pre-approval of plans will expedite permit processing
Development cost (e.g., land, fees, financing, construction costs per unit)	\$11K-\$26K	\$0 - \$5K	\$11K-\$26K	Possible savings to citizens for cost of building plans
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)				
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development	x			
Infrastructure capacity (e.g., number of units)	x			
Impact on housing supply and affordability (e.g., number of units)	x			

*** Baseline – Current conditions in the jurisdiction (e.g. 6-month development application review, or existing number of units in a planning area)**

****Projected – Expected conditions in the jurisdiction because of the planning grant actions (e.g. 2-month development application review)**

*****Difference – Potential change resulting from the planning grant actions (e.g., 4-month acceleration in permitting, creating a more expedient development process)**

Attachment 3: State and Other Planning Priorities Certification (Page 1 of 3)

Applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by selecting from the list below activities that are proposed as part of this application or were completed within the last five years. Briefly summarize the activity and insert a date of completion.

State Planning Priorities

Date of Completion	Brief Description of the Action Taken
Promote Infill and Equity	
<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>	
	<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>
	<i>Other (describe how this meets subarea objective)</i>
10/9/18	BOS Resolution to rezone 13.6 acres to high density R3 zoning (16 units per acre) to accommodate high density, affordable housing.
Promote Resource Protection	
<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>	
10/27/15	Adopted EIR that analyzed impacts of high density housing on 17 separate sites throughout Nevada County and approved rezoning 4 sites (approx 30 acres) to R3 high density zoning.
	<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>
	<i>Other (describe how this meets subarea objective)</i>
Encourage Efficient Development Patterns	
<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>	
<i>(1) Uses land efficiently.</i>	
	This project is located within a Community Region defined in the General Plan as appropriate for growth.

Attachment 3: State and Other Planning Priorities Certification (Page 2 of 3)

(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.

This project site is within a developed commercial and residential center. The environmental resources include oaks and water

(3) Is located in an area appropriately planned for growth.

This site has been approved for development for decades as indicated in 1996 General Plan

(4) Is served by adequate transportation and other essential utilities and services.

This site is adjacent to major roads and near sewer treatment plants. A current project to bring sewer line infrastructure to the area is in planning phase.

(5) Minimizes ongoing costs to taxpayers.

Other (describe how this meets subarea objective)

Other Planning Priorities**Affordability and Housing Choices**

Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.

Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.

1/22/19 The County ADU ordinance allows deferred fees for ADU's that are restricted to low income families and less than 800 sq feet.

Upzoning or other zoning modifications to promote a variety of housing choices and densities.

10/9/18 Resolution adopted to rezone 13.6 acres to high density R3 in order to provide more opportunities for affordable housing.

Utilizing surplus lands to promote affordable housing choices.

Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.

Other (describe how this meets subarea objective)

Attachment 3: State and Other Planning Priorities Certification (Page 3 of 3)**Conservation of Existing Affordable Housing Stock**

Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.

6/18/19 County's 2019-17 Housing Element was adopted that includes policies for preserving and rehabbing existing housing stock.

Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.

Other (describe how this meets subarea objective)

Climate Adaptation

Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.

11/19/19 Current Safety Element and zoning ordinance requires avoidance of flood-ways and compliance with PRC 4290 and 4291 standards.

Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.

11/19/19 Safety Element amendments are underway that include policies for adapting to climate change and preventing flooding and wildfire hazards.

Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).

11/12/19 Community workshop was held on implementation of County's Energy Action Plan that was adopted in Feb 2019.

Other (describe how this meets subarea objective)

Certification: I certify under penalty of perjury that all information contained in this LEAP State Planning and Other Planning Priorities certification form (Attachment 2) is true and correct.

Certifying Officials Name: Sean Powers

Certifying Official's Title: Community Development Agency Director

Certifying Official's Signature:  Date: 6/24/20

Attachment 4: Required Resolution Template

RESOLUTION NO. [insert resolution number]

A RESOLUTION OF THE [INSERT EITHER "CITY COUNCIL" OR "COUNTY BOARD OF SUPERVISORS"] OF [INSERT THE NAME OF THE CITY OR COUNTY] AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Local Early Action Planning Grants program or LEAP); and

WHEREAS, the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the City or County] 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 need 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, the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the city or county] ("Applicant") resolves as follows:

SECTION 1. The [insert the authorized designee's TITLE ONLY] 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 [insert the authorized designee's TITLE ONLY] of the [insert the name of the City or County] is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of [\$ enter the dollar amount of the Applicant's request], 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.

ADOPTED ON [insert the date of adoption], by the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the City or County] by the following vote count:

AYES: NOES: ABSENT: ABSTAIN:

[Signature of Attesting Officer] ATTEST: APPROVED AS TO FORM:

[Signature of approval] APPROVED

Appendix A

The updated plan will set forth the goals, policies and implementation measures that will guide development through the foreseeable future. The plan will identify areas that are appropriate for housing opportunities for all income levels and will focus on commercial and higher density residential development. The Plan may result in rezoning of land to higher densities and will analyze the jobs/housing balance for one of the more populated areas of the County.

The Plan also will establish development standards to be applied to new development through the design and review of new projects. By pre-identifying opportunity sites for new and revitalized development for high density housing and commercial development, the County can achieve new housing opportunities that are affordable to its residents.

This Plan will achieve these Primary Goals:

1. To develop and update a Plan that allows the community to flourish while retaining its unique, small town atmosphere;
2. To identify opportunity sites for future development of housing and commercial businesses;
3. To identify developed sites for upgrading and revitalizing existing housing and commercial development;
4. To develop specific design guidelines that reflect the distinctions and transitions between Placer County and Nevada County;
5. To incorporate plans for public water and sewer for future development;
6. To identify needed drainage improvements.
7. To identify circulation improvements needed within the Plan area to address increased density.

