

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 Fresno		
Applicant's Agency Type	Local Government		
Applicant's Mailing Address	2220 Tulare St.		
City	Fresno		
State	California	Zip Code	93721
County	Fresno		
Website	https://www.co.fresno.ca.us/		
Authorized Representative Name	Steven E. White		
Authorized Representative Title	Director, County of Fresno Department of Public Works and Planning		
Phone (559)600-4537	Fax	(559)600-4548	
Email	Stwhite@fresnocountyca.gov		
Contact Person Name	Yvette Quiroga		
Contact Person Title	Affordable Housing Programs Manager		
Phone (559)600-0533	Fax	(559)600-4573	
Email	yquiroga@fresnocountyca.gov		
Proposed Grant Amount	\$	500,000	

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 checked="" type="checkbox"/>	No	<input 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 County of Fresno Department of Public Works and Planning 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: Steven E. White

Date: 1/12/2021 Title: Director, County of Fresno Department of Public Works and Planning

B. Proposed Activities Checklist

Check all activities the locality is undertaking. Activities must match the project description.		
1	<input 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 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 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 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 checked="" type="checkbox"/>	Planning documents related to carrying out a local or regional housing trust fund
17	<input 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.

Project 1:

a. Creating pre-approved architectural plans for small multifamily complexes (2-4 units) to encourage the building of small-scale multifamily housing units in rural Fresno County. The pre-approved plans would reduce the time and cost it takes for landowners of small county parcels to build multifamily complexes resulting in utilization of current empty parcels throughout rural Fresno County. These plans would be available for free to encourage the building of multifamily dwelling units on small county parcels. This would allow for the utilization of the land we have to achieve greater density and build more housing units.

b. Hire Architect/Consultant to create plans. The consultant would be commissioned to make a minimum of two duplex plans, two triplex plans, and two four plex plans. The County of Fresno will create a builder checklist and get all plans approved by the County Planning Division. Staff will create a database of potential parcels/sites and conduct outreach throughout the County to existing landowners. Staff will post pre-approved plans and resources on a newly formed webpage and make plans available at the County's Planning Division offices. Additionally, the Community Development staff will explore the creation of a new program funded through either HOME or CDBG funds to assist in the building of these units and possibly identify other public or private financing options.

c. Staff would conduct outreach by utilizing mailers, the website, and emails to potential property owners. Staff will provide information on possible local lenders that would fund such activities and promote the County's current HOME and CDBG funds to build low-income rental units.

Project 2:

a. The creation of a study that would assist an agency to create a housing trust (local or regional) that would leverage funds to assist in the building of additional affordable housing units.

b. Hire a consultant/firm to conduct a feasibility study and, if funding permits, create the documents necessary for the formation of a local housing trust. The study would research the different types of trust that can be created, the advantages and disadvantages of each type of trust and identify potential agencies and partners. Additionally, the study would determine if the trust should be a local trust for the unincorporated portion of the County of Fresno a Countywide trust or a Central Valley trust encompassing several counties.

Work initially with Central Valley Housing Collaborative and Fresno Housing Authority as thought partners to determine if they would like to manage the trust and identify other local agencies and partners. The Central Valley Housing Collaborative was initially created to become a trust but was unsuccessful in receiving the funds and is willing to consider becoming a trust. Hire consultant. Have consultant conduct study. Review and present results to local cities and potential agencies to manage and join the trust. Create legal documents to provide to an identified agency to establish the trust.

c. Provide the study to an identified willing agency to create the trust. Provide the outline to create a trust and if possible, the necessary legal action to create the trust. Work with the agency and identified partners to get cities and Counties to join the trust and possibly assist in funding the trust. Upon creation in the future assist the trust to apply for potential funding to accelerate the production of housing.

D. Legislative Information

District	#	Legislator Name
Federal Congressional District	16	Jim Costa
	21	TJ Cox
	22	Devin Nunes
	4	Tom McClintock
State Assembly District	31	Joaquin Arambula
	23	Jim Patterson
State Senate District	14	Melissa Hurtado
	12	Anna Caballero
	8	Andreas Borgeas

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)

Task	Est. Cost	Begin	End	Deliverable	Notes
Project 1: Multifamily Complex Plans					
Land and Site inventory for potential complex	\$ 5,000	8/1/21	12/31/21	Map and database of potential parcels	Used to identify the most common parcel and best plan to develop
RFP/Hire Architect	\$5,000	10/31/21	12/21/2021	Signed contract with firm	
Architect Design Plan	\$ 300,000	1/1/22	4/30/22	Completed Plans to submit to County to approve	Architect to help through the plan check review process
Review/Approval by Planning Department	\$ 35,000	4/30/22	11/30/22	Approved set of plans	Plans must be reviewed and approved
Web page creation	\$ 5,000	8/15/22	10/15/22	Published Website	
Outreach to landowners of parcels	\$ 15,000	8/15/22	12/31/22	Outreach to landowners	Flyers, mailings, possible community meeting

Project 2: Local Housing Trust					
RFP/Hire Consultant	\$5,000	7/1/2021	10/31/21	Signed contract with Consultant	
Development of Study	\$ 75,000	11/1/2021	8/30/22	Study created	
Community Outreach	\$ 10,000	9/1/2021	12/31/22	Identify Partners, Distribution of study, presentations	Two different outreach and education components will be needed. 1 st to identify the agency, 2 nd to join the trust if created
Legal Documents	\$ 20,000	1/1/2022	12/1/2022	Documents to establish a trust	Only if an agency agrees to create the trust
Grant Administration	\$ 25,000	7/1/2021	12/31/22	Project tracking and reporting	

Total Projected Cost \$	\$500,000	
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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)	6-month plan check review	1 to 4-month plan check review	2 to 5 months	Project 1: Standard Plans (submission of a complete site-specific application)
Development cost (e.g., land, fees, financing, construction costs per unit)	\$20,000 to \$40,000 design costs	0 design costs	\$20,000 to \$40,000 in design savings	Project 1: Standard Plans (if use the plans as designed and approved)
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	No mechanism or plan to apply for trust funds	Proposed plan on how to create a mechanism	Existence of a plan or possible agency to create a trust	Project 2: Trust
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)				

*** 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>	
11/4/2016-11/16/2020	<p>The County of Fresno performs regular infrastructure projects/improvements with our CDBG funds. Some examples are:</p> <ul style="list-style-type: none"> • 4/27/17: The Del Rey Water and Wastewater System Improvement project included upgrading the water and wastewater systems for the unincorporated, disadvantaged community. • 9/30/2020: Biola 5th Street Sidewalk and Storm Drain expansion • 7/15/2020: Cantua Creek Wastewater Treatment Plant Improvements • 11/16/2020: El Porvenir Wastewater Treatment Plant Improvements • 6/22/2020: Sierra Oaks Roofing, Solar and ADA Improvements • 4/11/2019: Tranquillity Lift Station Replacement • 5/1/2019: Caruthers Water System Valve Replacement • 6/21/2019: Del Rey Emergency Generators and Sewage Grinder • 3/5/2019: Malaga Water Well Upgrades • 3/5/2019: Laton Street Light Improvements • 3/21/2017: Caruthers Monitoring Well and Water Valve Replacement • 11/4/2016: Laton Wastewater Treatment Plant Pond Addition
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
Ongoing	<p>The County of Fresno has programs for the unincorporated county areas and partner cities to encourage affordable housing.</p> <ul style="list-style-type: none"> • The Homebuyer Assistance Program (HAP) provides no interest rate loans to low- and moderate-income first-time homebuyers • The Housing Assistance Rehabilitation Program (HARP) provides no interest rate loans to low- and moderate-income owner-occupied homeowners for home repairs • The County of Fresno provides loans to developers to building affordable housing apartments through the Affordable Housing Development (AHD) • The County of Fresno applied for the PLHA grant to facilitate opportunities for housing infill development.
<i>Other (describe how this meets subarea objective)</i>	
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>	
4/20/18	The Tree Mortality Program consists of removing dead and dying trees that pose a public/fire hazard, funded by a \$3.5 million grant from the CA Assistance Act Program.
<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>	
9/30/20	County of Fresno Department of Public Works and Planning, Community Development Division regularly researches and applies for funding, including HCD and USDA funds to serve our underserved unincorporated communities.
<i>Other (describe how this meets subarea objective)</i>	
6/1/17	The Wildlife Conservation Board helped fund \$1.4 million in improvements for Lost Lake Park, including trails, campgrounds, and ADA access.
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>	

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.

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

5/1/20

Community Development completed a survey of Community Service Districts (CSD) to gauge which communities have sufficient infrastructure for growth as we move toward our community plan updates, to identify which communities can currently add housing and which need additional infrastructure.

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

(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.

Ongoing

The County of Fresno has programs for the unincorporated county areas and partner cities to encourage affordable housing.

- The Homebuyer Assistance Program (HAP) provides no interest rate loans to low- and moderate-income first-time homebuyers
- The Housing Assistance Rehabilitation Program (HARP) provides no interest rate loans to low- and moderate-income owner-occupied homeowners for home repairs
- The County of Fresno provides loans to developers to building affordable housing apartments through the Affordable Housing Development (AHD)

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

1/15/21

The County of Fresno is developing approved ADU plans that will be available to the community for free to accelerate the production of ADUs.

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

Utilizing surplus lands to promote affordable housing choices.

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

11/30/20

Working with Fresno Counsel of Governments on their grant guidelines to ensure that it can be used for infrastructure improvements in disadvantaged, unincorporated communities. Application will be open 2021. The County of Fresno also leverages CDBG funds for infrastructure projects in our unincorporated communities.

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.

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.

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

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.).

11/18/20

The County of Fresno conducts annual community meetings to address housing needs throughout the County of Fresno. Educational resources such as homebuyer assistance, homeless options, and options for people with disabilities are presented by the Departments of Public Works and Planning, Social Services, and Behavioral Health respectively. These meetings are a forum where residents are welcome to voice concerns to educate the County of Fresno representatives on their issues. It is a valuable resource to understand the population. Last meeting was on November 18, 2020.

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: Steven E. White

Certifying Official's Title: Director, County of Fresno Department of Public Works and Planning

Certifying Official's Signature:  Date: 1/29/2021