

# 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](mailto:EarlyActionPlanning@hcd.ca.gov)

January 27, 2020

## A. Applicant Information and Certification

Applicant (Jurisdiction)		City and County of San Francisco			
Applicant's Agency Type		San Francisco Planning Department			
Applicant's Mailing Address		1650 Mission Street, Suite 400			
City		San Francisco			
State	California	Zip Code	94103		
County		San Francisco			
Website		www.sfplanning.org			
Authorized Representative Name		Rich Hillis			
Authorized Representative Title		Director of Planning			
Phone	415-558-6411	Fax	415-558-6409		
Email	Rich.Hillis@sfgov.org				
Contact Person Name		James Glik			
Contact Person Title		Contracts and Grants Analyst			
Phone	949-266-4062	Fax			
Email	James.Glik@sfgov.org				
Proposed Grant Amount	\$	1,500,000			
<p><i>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:</i></p>					
<b>1. Does the application demonstrate a nexus to accelerating housing production as shown in Attachment 2?</b>		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
<b>2. Does the application demonstrate that the applicant is consistent with State Planning or Other Priorities shown in Attachment 3?</b>		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
<b>Is a fully executed resolution included with the application package?</b>		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
<b>Does the address on the Government Agency Taxpayer ID Form exactly match the address listed above?</b>		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
<b>Is the applicant partnering with another eligible local government entity? If Yes, provide a fully executed copy of the legally binding agreement.</b>		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 San Francisco Planning Department 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: Rich Hillis

Date: \_\_\_\_\_ Title: Director of Planning

## B. Proposed Activities Checklist

<b>Check all activities the locality is undertaking. Activities must match the project description.</b>		
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 checked="" type="checkbox"/>	Completing environmental clearance to eliminate the need for project-specific review
3	<input checked="" 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 checked="" 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 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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.*

### 1. Housing Element Environmental Impact Report (EIR)

The Housing Element Update for the 2023-2030 cycle will create plans and policies that accommodate additional housing capacity in the City and County of San Francisco; the plans and policies will facilitate compliance with the sixth cycle Regional Housing Need Allocation (RHNA). Prior to adoption of the update, the San Francisco Planning Department will prepare a Program Environmental Impact Report (Program EIR) for the Housing Element Update, pursuant to the California Environmental Quality Act (CEQA) Guidelines section 15168. The Program EIR would analyze the physical environmental impacts of the Housing Element Update plans and policies. This Program EIR is envisioned for use in the following ways: first, to tier off the Program EIR for future zoning changes that would accommodate increased housing capacity and require legislative approval, and second (subsequent to any legislative zoning changes), the Program EIR would also be used for streamlining later activities, such as subsequent development projects, pursuant to CEQA Guidelines section 15168 (c) and (d). Later activities in the program would be examined in light of the program EIR to determine whether an additional environmental document must be prepared.

The EIR will include the preparation of various technical studies, including but not limited to, transportation, air quality, noise, shadow, and historical architectural resources. The City will hire a consultant team to complete the technical environmental analyses, which will inform the project's environmental impacts. The Planning Department intends to use the Housing Element Update Program EIR to streamline the review of eligible projects, where possible, and reduce the need to prepare repetitive environmental studies, per CEQA Guidelines section 15183 (Projects Consistent with A Community Plan or Zoning). This CEQA Guidelines section mandates that projects that are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific effects which are peculiar to the project or its site. Additionally, the Program EIR will streamline eligible infill projects, per CEQA Guidelines section 15183.3 (Streamlining for Infill Projects). This section further streamlines the environmental review process for eligible infill projects by limiting the topics subject to review at the

**D. Legislative Information**

<b>District</b>	<b>#</b>	<b>Legislator Name</b>
<b>Federal Congressional District</b>	12	Nancy Pelosi
	14	Jackie Speier
<b>State Assembly District</b>	17	David Chiu
	19	Phil Ting
<b>State Senate District</b>	11	Scott Wiener

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)**

<b>Task</b>	<b>Est. Cost</b>	<b>Begin</b>	<b>End</b>	<b>Deliverable</b>	<b>Notes</b>
Housing Element EIR	\$ 1,000,000	7/1/20	12/31/22	Technical Studies,EIR Certification	
Westside PDAs	\$ 500,000	10/1/20	12/31/23	Zoning, design, land use changes	
<b>Total Projected Cost \$</b>	<b>1500000</b>				

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 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
<b>Promote Infill and Equity</b>	
<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>	
5/10/18	Central SoMa Plan
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
7/1/18	HOME-SF Inclusionary Housing Program (ongoing)
<i>Other (describe how this meets subarea objective)</i>	
<b>Promote Resource Protection</b>	
<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>	
3/1/14	Green Connections Biodiversity Resolution (5/23/17)
<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>	
<b>Encourage Efficient Development Patterns</b>	
<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>	
5/21/20	The Hub Area Plan (approved 5/21/20) Central SoMa Plan (approved 5/10/18)

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

<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>	
8/1/17	Plan Bay Area 2040
<i>(3) Is located in an area appropriately planned for growth.</i>	
8/1/17	Plan Bay Area 2040
<i>(4) Is served by adequate transportation and other essential utilities and services.</i>	
	Connect SF, including the SF Transportation Plan, Transit Corridors Study, Streets + Freeways Study, and Transportation Element update (under way)
<i>(5) Minimizes ongoing costs to taxpayers.</i>	
9/27/17	Executive Directive 17-02 (expedite housing approvals process)
<i>Other (describe how this meets subarea objective)</i>	

**Other Planning Priorities**

<b>Affordability and Housing Choices</b>	
<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>	
	Housing Element Update (2014); Inclusionary Affordable Housing Program (ongoing); Small Sites Acquisition Program (ongoing); HOME-SF (ongoing)
<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>	
7/19/16	ADU program (adopted 7/16; various amendments to modify expand since then)
<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>	
	SF completed significant up-zoning plans 2005-2010. In past five years: Central SoMa, Hub Area Plan, HOME-SF, ADUs
<i>Utilizing surplus lands to promote affordable housing choices.</i>	
5/28/20	Balboa Reservoir development Public Land for Housing Program (ongoing);
<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>	
	Southeast Framework (under way)
<i>Other (describe how this meets subarea objective)</i>	
3/1/17	Mission Action Plan 2020



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

<b>Conservation of Existing Affordable Housing Stock</b>	
<i>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.</i>	
	Housing Affordability Strategy (ongoing)
<i>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.</i>	
	Housing Affordability Strategy (ongoing); Community Stabilization Strategy (final document fall 2019); MAP2020; Development without Displacement Program; Sustainable Chinatown
<i>Other (describe how this meets subarea objective)</i>	
<b>Climate Adaptation</b>	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
	Sea Level Rise Action Plan (2016); Climate Adaptation Strategy (2015)
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
	Resilient San Francisco (2016); Climate & Health: An Assessment of San Francisco's Vulnerability to Flooding & Extreme Storms (2016); Urban Water Management Plan (2015)
<i>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.).</i>	
	Rigorous community engagement is incorporated into all planning and policy development efforts.
<i>Other (describe how this meets subarea objective)</i>	
	Additional long-term planning: SLR Vulnerability & Consequences Assessment (2019); Hazard & Climate Resilience Plan (2019)

**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: Rich Hillis

Certifying Official's Title: Director of Planning

Certifying Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**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:

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

\_\_\_\_\_ APPROVED  
[Signature of approval]

## Appendix A

### C. Project Description (Continued):

project level where the effects of infill development have been addressed in a planning level decision or by uniformly applicable development policies.

Certification of the housing element EIR is anticipated for December 2022 to enable adoption of the Housing Element by May 15, 2023. Preparation of the EIR shall include the following major sub-tasks as grant deliverables: technical studies to inform the EIR, EIR certification, and a mitigation monitoring and reporting program.

### 2. Planning for housing in expanded Westside Priority Development Areas (PDA)

LEAP grant funds will support planning for housing in the city's new PDAs on the west side of San Francisco, generally covering San Francisco Supervisorial Districts 1, 4 and 7. This Planning effort is in response to the regional initiative to expand PDAs to areas with high-quality transit and access to high opportunity work, and will examine opportunities for expanded housing capacity as well as corresponding investments in infrastructure. Planning work will aim to identify appropriate sites and zoning changes necessary for the west side to accommodate a proportional share of the upcoming RHNA targets in all income categories.

Planning in these neighborhoods will require robust and thoughtful engagement, given that they have not experienced much change in the housing stock or physical environment for many years. The large geographic area covers a diversity of neighborhoods, including commercial corridors at a variety of scales, single-family neighborhoods, and beachfront communities. Planning for housing in west side neighborhoods will involve particular focus on the housing needs of seniors and families with children, special attention to factors affecting the financial feasibility of small multifamily housing projects, and the rules and regulations that will facilitate appropriate changes alongside community benefits. Grant funding will support an expansion of the Planning Department's existing HOMES (Housing Outreach Media and Engagement Strategy) program, which aims to develop neighborhood-specific housing solutions at a variety of scales, from short-term, site-specific pilot projects to comprehensive zoning, design standards, and land use changes.

Requested funds will support staff time to design and manage engagement, with a special focus on how to conduct public engagement online and in other no-contact venues. Additionally, funds will support consultant help with outreach and analysis, and partnership with local community groups and organizations to build neighborhood capacity. Project deliverables will include content creation for public engagement, implementation of an outreach and engagement strategy for objective design standards for westside PDAs, and expansion of HOMES program to facilitate community planning for increasing housing production.