



STAFF REPORT – CITY COUNCIL MEETING

May 17, 2023

TO: Honorable Mayor and City Council Members

FROM: David Loya, Director of Community Development

PREPARER: Delores Freitas, Senior Planner

DATE: April 25, 2023

TITLE: **Review and Accept the General Plan Annual Progress Report and Adopt Resolution No. 223-53 forwarding the Report to State Agencies.**

RECOMMENDATION:

It is recommended that the Council review the 2022 General Plan Annual Progress report, take public comment, and accept and forward the report to the Governor's Office of Planning and Research and the State Housing and Community Development Department by adopting Resolution No. 223-53.

INTRODUCTION:

Government Code Section 65400 and 65700 mandates that all cities and counties submit an annual report on the status of the General Plan and progress in its implementation to their legislative bodies, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) every April.

DISCUSSION:

The General Plan Annual Progress Report (Progress Report) provides local legislative bodies and the public with information regarding the implementation of the General Plan for their city or county. Progress Reports also inform the public of the progress in meeting the community's goals. Progress Reports must be presented to the local legislative body for its review and acceptance, usually as a consent or discussion item on a regular meeting agenda.

Progress Reports should explain how land use decisions relate to adopted goals, policies, and implementation measures of the General Plan. The Progress Reports should provide enough information to identify necessary "course adjustments" or modifications to the General Plan and means to improve local implementation. The 2022 Progress Report is included as Exhibit 1 to the prepared resolution (Attachment A).

HOUSING ELEMENT ANNUAL PROGRESS REPORT

State law requires that all General Plans include a Housing Element which provides a plan for accommodating future housing production needs. State law further requires that all cities and

counties create an APR that describes that community’s progress toward implementing their Housing Element. The General Plan Progress Report 12 month reporting period can be either a fiscal or calendar year, but the Housing Element Progress Report 12 month reporting period must be a calendar year. The Housing Element summary table is included in Attachment A.

The Housing Element Progress Report fulfills statutory requirements to report certain housing information, including: the local agency’s progress in meeting its share of regional housing needs (i.e., applications, entitlements, permits and certificates of occupancy), certain rezoning activities, actions taken towards completion of housing element programs, and local efforts to remove governmental constraints to the development of housing (Government Codes Section 65584.3(c) and 65584.5(b)(5)). California’s housing element law acknowledges that in order for the private market to adequately address the state’s housing needs, local governments must adopt plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy rests largely on the effective implementation of local general plans and housing elements.

HOW THE STATE USES THE GENERAL PLAN PROGRESS REPORT and HOUSING ELEMENT ANNUAL PROGRESS REPORT

The General Plan Progress Report gives the Office of Planning and Research the opportunity to identify statewide trends in land use decision-making and how local planning and development activities relate to statewide planning goals and policies. Progress Reports may also inform future modifications to the Office of Planning and Research’s General Plan Guidelines. In addition, the Office of Planning and Research is able to track progress on a local jurisdiction’s comprehensive General Plan update using information provided in the Progress Report. Similarly, the Housing Element Progress Report allows the Department of Housing and Community Development to track the progress of the implementation of a jurisdiction’s Housing Element and requires its submission as a threshold requirement for several State housing funding programs.

FORMAT GUIDANCE FOR THE GENERAL PLAN and HOUSING ELEMENT ANNUAL PROGRESS REPORT

There is no standardized form or format for the preparation of the General Plan Annual Progress Report. The Office of Planning and Research suggests that the Progress Report make use of available sources of information that may contain information pertinent to General Plan annual reporting such as: “annual reports,” “performance reports,” “budget reports,” or “state of the city/county reports.” This approach enables General Plan implementation to be discussed in the broader context of the jurisdiction's overall programs and activities, including redevelopment, economic development, and other topics.

COMMITTEE/COMMISSION REVIEW:

The Planning Commission reviewed the General Plan Annual Progress Report at its April 25th meeting, and recommended adoption by the City Council through adoption of Resolution PC-23-02.

ATTACHMENTS:

- A. Resolution No. 223-53 (PDF)