



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Planning and  
Development  
**Department No.:** 053  
**For Agenda Of:** November 17, 2020  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Lisa Plowman, Director, Planning and Development Department,  
Director(s) (805) 568-2086  
Contact Info: Dan Klemann, Deputy Director, Long Range Planning Division,  
(805) 568-2072

**SUBJECT:** Regional Early Action Planning (REAP) Grant Program Application

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:**

As to form: N/A

**Recommended Actions:**

Staff recommends that the Board of Supervisors (Board) take the following actions:

- a) Adopt a resolution (Attachment 1) authorizing the Director of the Planning and Development Department (P&D), or her designee, to:
  - i) Submit a REAP grant application (Exhibit A of Attachment 1) for \$164,403 to the Association of Monterey Bay Area Governments (AMBAG), which acts on behalf of the Central Coast Housing Working Group, to analyze existing and projected housing needs for the State-mandated 2024-2032 *Housing Element Update* (Housing Element Update); and
  - ii) Enter into agreements and take further actions as may be necessary to effect the resolution, such as executing amendments and approving funding applications with AMBAG and the Santa Barbara County Association of Governments (SBCAG).
- b) Determine that the submittal of the REAP grant application and required grant documents (Exhibit A of Attachment 1) to AMBAG is not a project and, therefore, is not subject to environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15378(b)(5) and 15060(c)(3).

**Summary Text:**

P&D is requesting the Board’s authorization to apply for a \$164,403 grant under AMBAG and SBCAG’s REAP grant funding. P&D would use the funds to help cover the cost of preparing the State-mandated Housing Element Update, allocating the money for tasks to analyze existing and projected housing needs. The grant funds would be available during fiscal years 2020-2021 through 2021-2022. The grant would not require matching funds or in-kind services.

**Background:**

The Fiscal Year 2019-20 California Budget (Assembly Bill 74) and associated housing trailer bill (Assembly Bill 101) established the Local Government Planning Support Grants Program. REAP grants are one component of this program and are available through regional agencies. AMBAG is the regional agency in the Central Coast, which includes Santa Barbara County. REAP provides funding to jurisdictions for the preparation of planning documents and process improvements that accelerate housing production and facilitate compliance in implementing the sixth cycle of the regional housing need allocation (RHNA).

In July 2020, the Board authorized P&D to apply for a \$500,000 grant under the Housing and Community Development Department’s Local Early Action Planning Grant Program (LEAP). If successful, P&D will use the LEAP funds to help cover the cost of preparing and adopting the Housing Element Update. However, the LEAP funds will not be sufficient to cover the full cost of the Housing Element Update. Therefore, P&D is pursuing additional funding for the update.

The County of Santa Barbara is eligible for up to \$164,403 in REAP grant funding on a non-competitive basis. The attached grant application (Exhibit A of Attachment 1) requests the full \$164,403 for the Housing Element Update. P&D will use the money to help cover the costs of tasks associated with analyzing existing, projected, and special housing needs as required by State housing law. Specific tasks may include analysis of population, employment, and household characteristics; extremely low-income housing needs; housing stock characteristics; and housing needs of farmworkers, people with disabilities, and seniors.

The grant application is due November 30, 2020. Jurisdictions must spend funds by December 31, 2023.

**Environmental Review:**

The approval and submittal of the REAP grant application is an administrative government activity that will not result in direct or indirect physical changes to the environment. Thus, this activity is not a “project” pursuant to State CEQA Guidelines Section 15378(b)(5) and is not subject to environmental review pursuant to State CEQA Guidelines Section 15060(c)(3). Please see the Notice of Exemption (Attachment 2) for details.

**Fiscal Analysis:**

P&D is requesting the Board’s authorization to apply for a \$164,403 grant to supplement the future costs of preparing the Housing Element Update during Fiscal Years 2020-2021 and 2021-2022. The grant program requires no matching funds or in-kind services. The grant amount may not be sufficient to cover the full cost of preparing tasks associated with the Housing Element Update. If P&D requires additional funding to complete the project, staff will request funding as part of future fiscal year budgets and, if the Board grants the funding, incorporate the remaining work into future fiscal year work programs.

**Special Instructions:**

The Clerk of the Board will provide copies of the Minute Order and signed resolution to P&D, attention Corina Venegas, Planner.

**Attachments:**

1. Resolution Authorizing the Submittal of the REAP Grant Program Application
  - A. REAP Grant Program Application
2. Notice of Exemption

**Authored By:**

Corina Venegas, Planner, Long Range Planning Division, (805) 884-6836