General Plan and Housing Element APR Informational Webinar

October 6, 2022 & January 5, 2023

GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR)

HOUSING AND COMMUNITY DEVELOPMENT (HCD)

Agenda

- Welcome & Introduction

- General Plan Annual Progress Report presentation (OPR)

- Housing Element Annual Progress Report presentation (HCD)

- Q&A

General Plan Annual Progress Report Overview

October 6, 2022 & January 5, 2023

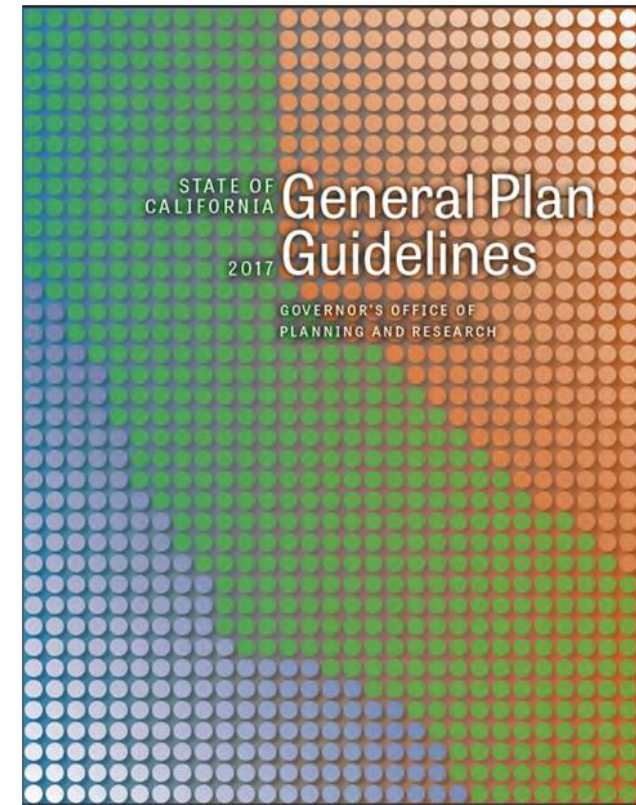GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR)

General Plan Overview

Required Elements
- Land Use
- Circulation
- Housing
- Conservation
- Open Space
- Noise
- Safety
- Environmental Justice*
- Air Quality*

Topical Considerations
- Climate Change
- Public Health
- Equity
- Resilience
- Economic Development

STATE OF CALIFORNIA
2017 General Plan Guidelines
GOVERNOR'S OFFICE OF PLANNING AND RESEARCH

What is the General Plan Annual Progress Report (GP APR)?

- A report to the legislative body and public regarding the implementation of the General Plan for a given year (can be fiscal or calendar)

- The GP APR must be presented to the local legislature for review and acceptance, usually as a consent or discussion item on a regular meeting agenda

- OPR updates and posts its GP APR guidance memo every year

GP APR Legal History

1965

General law cities and all counties are required to provide an annual report to their legislative body on the status of their General Plan and its implementation under Government Code Section 65400

2018

Charter cities are required to submit a General Plan and Housing Element APR for reporting year 2017 (due April 1, 2018) and onward (AB 879)

Annual report process gradually becomes a two-report system

2000–2010

GP APR Content Considerations - Reminders

- No standardized form or format

- Does not need to include all elements

- Intended to be a summary of activities for all elements that were implemented, not just the housing element

- Reporting on planning activities is required even when undergoing a comprehensive update

GP APR Content Considerations

- Reporting period type (fiscal/calendar)

- Reporting period of GP APR being submitted

- Date of presentation/acceptance by the local legislative body

- Recommended to provide GP update history
  - Last update of each element
  - Next planned update for each element

GP APR Content Considerations (Cont.)

- Which parts of the general plan were implemented over the past year in addition to the housing element?

- What has changed or was introduced in the past year that has impacted land use policy decisions?

- How does the general plan comply with OPR's General Plan Guidelines and GP requirements (e.g., Environmental Justice, Native American consultation, collaboration with military, etc.)?

- How can the information be presented in a manner useful for the public?

Recommended GP APR Contents

- **Local legislative priorities** for land use decision making (emergency ordinances, moratoria, etc.)

- Goals, policies, objectives, standards or other plan proposals that need to be added or were deleted, amended, or otherwise adjusted

- One or more of the following with **specific references to planning activity**. These may include, but are not limited to:

  - Master plan creation and/or updates

  - Environmental assessments

  - Specific plan creation and/or updates

  - Annexation studies, and other studies or plans

  - General Plan amendments
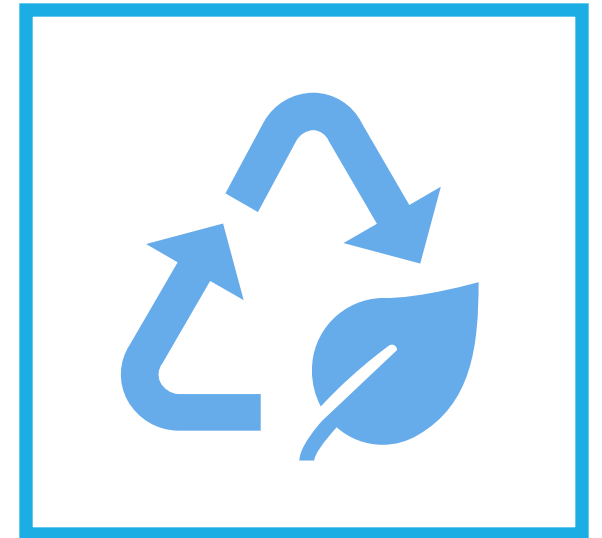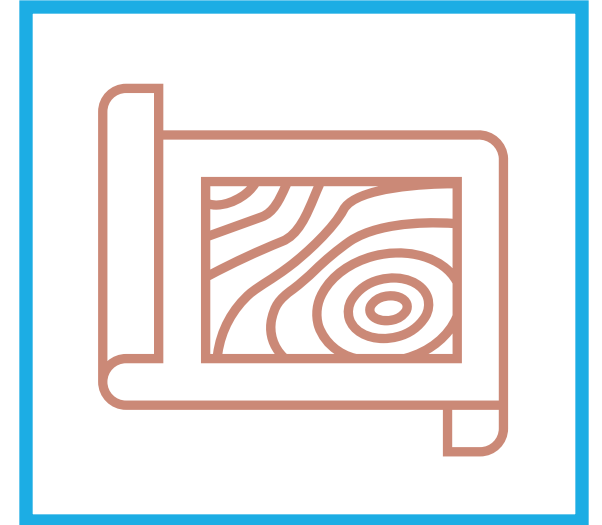
  - Major development applications processed

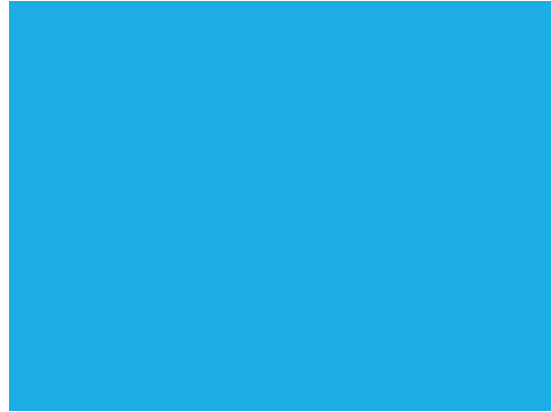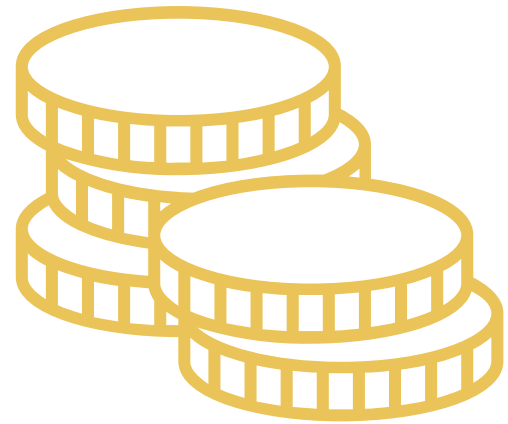# Recommended GP APR Contents - Additional Content

- Interagency or intergovernmental coordination efforts and areas for improvement

- Implementation of mitigation measures from GP Final EIR or Negative Declaration

- Equity planning considerations, such as impacts to ethnic groups or socioeconomic populations

Recommended GP APR Contents - Additional Content (Cont.)

- Promote infill development, reuse, and redevelopment particularly in underserved areas while preserving cultural and historic resources

- Protect environmental and agricultural resources and other natural resources

- Encourage efficient development patterns

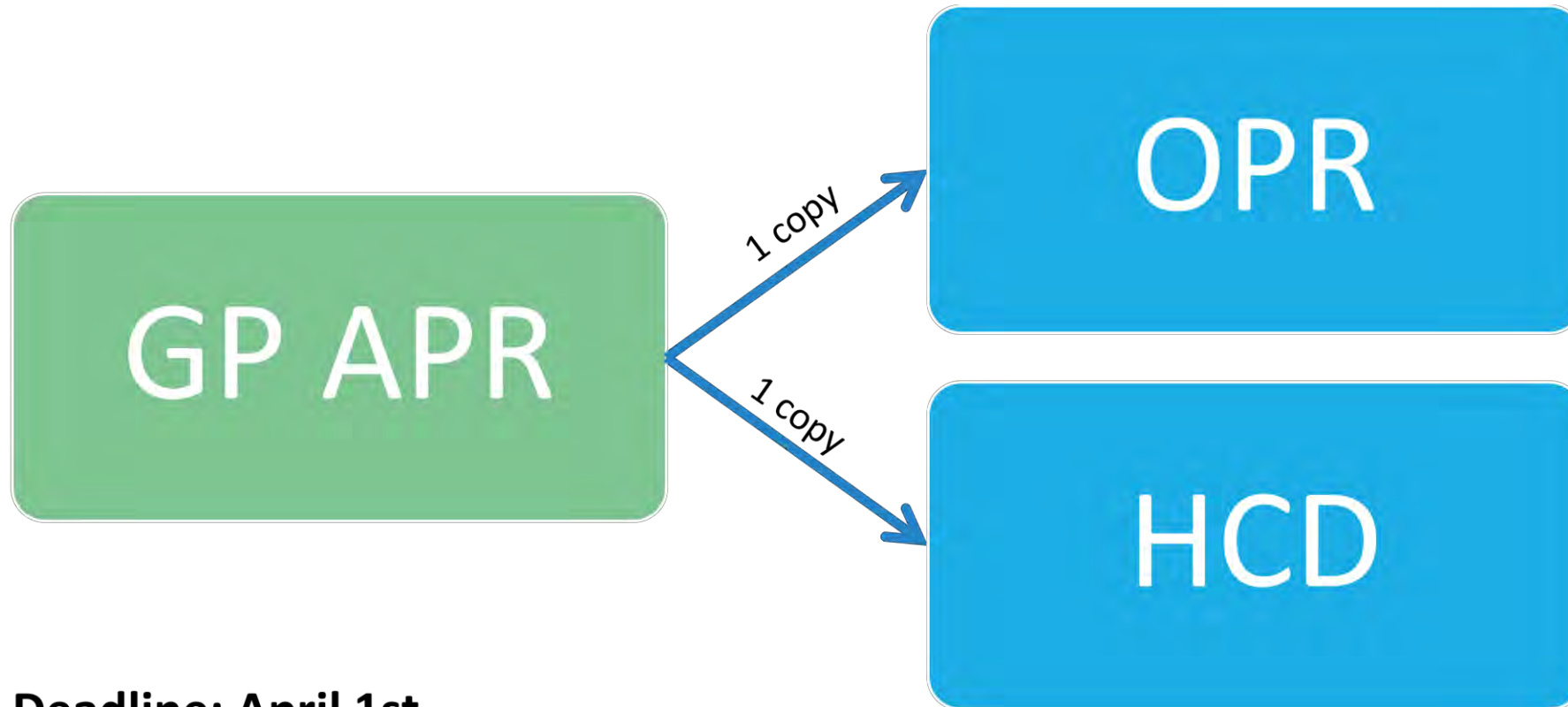# Recommended GP APR Contents - Additional Content (Cont.)

Economic development – Depending on the needs of your jurisdiction, this analysis could include information on the ratio of jobs to dwelling units, tax revenues, demographics, census information, etc.

Monitoring long-term growth – For example: population growth, employment growth, land use development, and the provision of adequate supporting public services and infrastructure

Other Actions Related to General Plan Implementation

- Outline department goals, objectives, activities and responsibilities, as they relate to land use planning

- Perform a regional or sub-regional outlook of population growth, housing, job generation, and other socioeconomic trends

- Summarize the comments of other boards and commissions on the general plan implementation

- Identify and monitor **customer service improvements and methods** to encourage public involvement in planning activities

- Review and summarize **grant administration** for land use planning activities

- Provide a **technology review** such as implementation of Geographic Information Systems (GIS) or establishment of web sites

GP APR Submission Requirements

GP APR

1 copy → OPR

1 copy → HCD

Deadline: April 1st

GP APR Submission to OPR

Option 1

Submit the General Plan APR Submission Form.

This is OPR's preferred method of submission.

Option 2

Email as an attachment to opr.apr@opr.ca.gov.

GP APR Submission to OPR
Option 1: General Plan APR Submission Form

OPR **strongly recommends** completing the brief form in its entirety to reduce time and resources spent on GP APR preparation. The form requests the following information:

- Appropriate contact information
- Agency information
- Jurisdiction type (city, county, city/county)
- Name of jurisdiction
- **Charter city***
- Reporting period type of GP APR being submitted (fiscal or calendar)
- Reporting period of GP APR being submitted
- **Resubmittal***
- **Reporting period of resubmittal***
- **Required element update information (when was the last major update for each required element, when is the next major update for each required element)***
- Date of presentation or acceptance by a local legislative body. Planned dates are acceptable as well.

*Note: * Question added October 2022*

GP APR Submission to OPR

Option 1: General Plan APR Submission Form - Required Element Information

Required Element Information

Please share details about each required element in this section.

	When was the last major update for the element?	When is the next major update?
Land Use	⬍	⬍
Circulation	⬍	⬍
Conservation	⬍	⬍
Housing	⬍	⬍
Noise	⬍	⬍
Open Space	⬍	⬍
Safety	⬍	⬍
Air Quality (San Joaquin Valley only)	⬍	⬍
Environmental Justice	⬍	⬍

GP APR Submission to OPR

Option 1: General Plan APR Submission Form – Upload options

General Plan Annual Progress Report (APR) Submission Form

Please choose one of the two options in the form to submit the General Plan APR.

Option 1: Please upload the General Plan APR.

- Please label the submitted file with the following template "Jurisdiction Name_Jurisdiction Type_Reporting Year_GP APR" (e.g. Sacramento_City_2021_GP APR, Los Angeles_County_2021_GP APR)
- The General Plan APR should be in Microsoft Word (doc, docx) or PDF format, and submitted as one file.
- File size limit: 16 MB

Choose File   No file chosen

Option 2: If unable to upload the General Plan APR, OPR will accept hyperlinks in the box below. Please note, OPR is unable to accept Google Doc hyperlinks.

GP APR Submission to OPR

Option 1: General Plan APR Submission Form

Available at the GP APR Submission Form link here.

Please reference the "*General Plan Annual Progress Report (APR) Submission Form (powered by SurveyMonkey): Step-by-Step Guide*" for additional guidance.

GP APR Submission to OPR
Option 2: Email

Agencies are **strongly recommended** to attach a **cover letter** that clearly provides the following information:

- Appropriate contact information
- Agency information
- Jurisdiction type (city, county, city/county)
- Name of jurisdiction
- Charter city
- Reporting period type of GP APR being submitted (fiscal or calendar)
- Reporting period of GP APR being submitted
- Resubmittal
- Reporting period of resubmittal
- Required element update information (when was the last major update for each required element, when is the next major update for each required element)
- Date of presentation or acceptance by a local legislative body. Planned dates are acceptable as well.

GP APR Submission to OPR
Option 2: Email

Formatting Guidance

- Please be mindful of file size
- File type: Microsoft (doc, docx) or PDF
- Hyperlinks are acceptable

Reminder: If an agency does not provide a cover letter, OPR reserves the right to request a resubmittal with a cover letter.
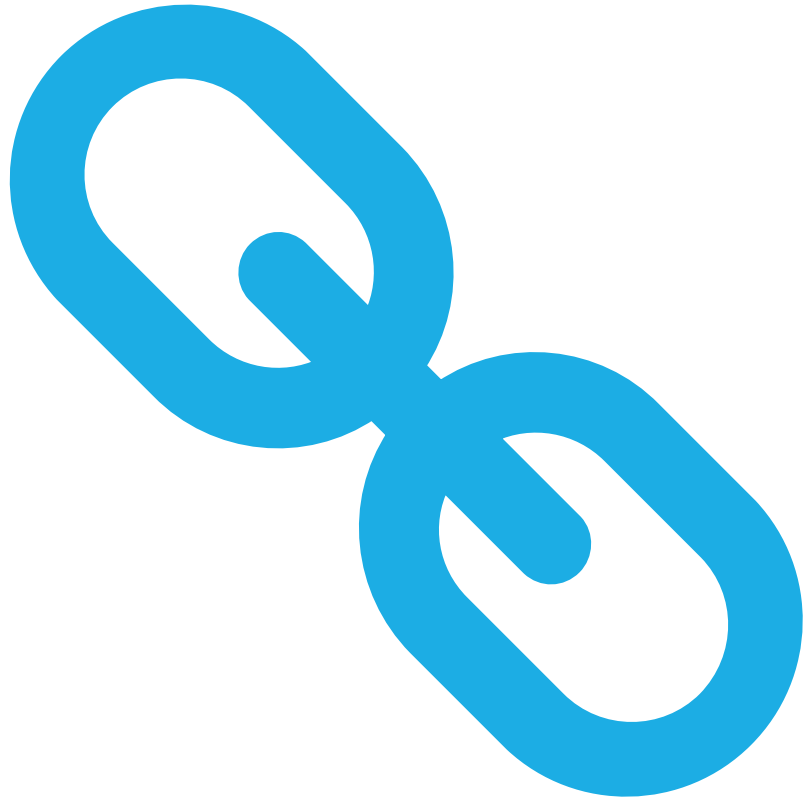
GP APR Submission to HCD

The GP APR may be submitted as an attachment in an MS Office application or PDF via email to apr@hcd.ca.gov.

Some Reminders…

- Effective January 1, 2019, SB 1333 removed the charter city exemption for this requirement. *See GOV 65700, Amended by Stats. 2018, Ch. 856, Sec. 3.*

- <u>No penalties</u> for submitting GP APR to OPR past April 1

- You can submit an APR before conducting a local public hearing and approval process, but jurisdictions are encouraged to resubmit GP APR to OPR after doing so.

- According to Government Code Section 65040.5(a) and (b), OPR is tasked with notifying a city or county if a general plan has not been revised within eight years and will notify the Attorney General if a general plan has not been revised within ten years.

Helpful Links

OPR – General Plan Information: *General Plan Annual Progress Report* (https://opr.ca.gov/planning/general-plan/)

- OPR's Annual Progress Report Guidance Memo
- Webinar slide decks and recordings
- GP APR Submission Form: Step-by-Step Guide

HCD – Annual Progress Reports (APRs) (https://www.hcd.ca.gov/planning-and-community-development/annual-progress-reports)

Thank you!

If you have any questions or concerns, please email opr.apr@opr.ca.gov.