

RESOLUTION NO. 3581-20

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH MINTIER
HARNISH, LP, FOR THE DEVELOPMENT OF RESIDENTIAL OBJECTIVE DESIGN
AND DEVELOPMENT STANDARDS AND AUTHORIZING THE TOWN MANAGER
TO EXECUTE SAID AGREEMENT**

WHEREAS, Senate Bill 2 (SB2), the “Building Homes and Jobs Act” became effective on September 29, 2017, which establishes a \$75 recording fee on real estate documents to increase the supply of affordable housing in California; and

WHEREAS, fifty percent of the annual revenue generated statewide by the imposition of this fee is made available to local governments for planning grants to streamline and facilitate production of housing through the SB2 Planning Grants Program; and

WHEREAS, on January 1, 2018 Senate Bill 35 (SB35) went into effect, which requires local jurisdictions who have not met their Regional Housing Needs Allocation (RHNA) requirements to use a streamlined ministerial review process for qualifying multi-family housing developments that comply with the jurisdiction's objective planning and design standards, provide specified levels of affordable housing, and meet other specific requirements; and

WHEREAS, the State of California, Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) dated March 29, 2019, for its Planning Grants Program (PGP); and

WHEREAS, on September 4, 2019 the Town Council adopted a resolution authorizing the application for and receipt of SB2 Planning Grant Program Funds to support the creation of objective design and development standards in the amount of \$160,000, and authorizing the Town Manager to execute an agreement with the State for the grant funding; and

WHEREAS, on October 17, 2019 the Town of Windsor submitted an application to HCD for the 2019 PGP program; and

WHEREAS, on November 7, 2019 the Town received a letter from HCD awarding the Town of Windsor a conditional commitment of \$160,000 for the development of residential objective design and development standards; and

WHEREAS, on January 24, 2020 the Town received a Standard Agreement for fund distribution from HCD, which was executed on February 6, 2020; and

WHEREAS, Mintier Harnish, LP, a local consulting firm out of Sacramento that specializes in planning, development, land use and environmental issues, recently completed the Town’s 2040 General Plan and is very familiar with the community and the Town’s various planning documents, which will allow for efficiencies in the development of the Town’s residential objective design and development standards; and

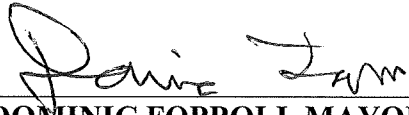
WHEREAS, on February 5, 2020, Mintier Harnish, LP, submitted a Work Plan and Cost Estimate to assist the Town with the research, analysis, and development of objective design and development standards that will streamline multi-family housing and production in the Town; and

WHEREAS, this action is not subject to environmental review at this time, future actions related to the creation of objective design standards may be subject to environmental review, at which time the appropriate environmental documents, prepared in accordance with the requirements of the California Environmental Quality Act (CEQA), will be presented to the Council for consideration prior to any action being taken.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Windsor does hereby approve a professional services agreement with Mintier Harnish, LP, in an amount not to exceed \$158,092 to provide professional consulting services related to the development of residential objective design and development standards, and authorizes the Town Manager to execute the agreement on behalf of the Town, substantially in the form referenced in the agenda report dated March 4, 2020, with such revisions as are approved by the Town Attorney and which do not materially increase the Town's obligations thereunder.

PASSED, APPROVED AND ADOPTED this 4th day of March 2020, by the following vote:

AYES:	COUNCILMEMBERS FUDGE, OKREPKIE, SALMON AND MAYOR FOPPOLI
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	VICE MAYOR LEMUS



DOMINIC FOPPOLI, MAYOR

ATTEST:



MARIA DE LA O, TOWN CLERK