

Application Checklist

	Yes	No
Application Information	☒	☐
Certification and Acknowledgement	☒	☐
The Legislative Information form is completed.	☒	☐
The Threshold Requirements Checklist is completed.	☒	☐
A duly adopted and certified Formal Resolution for the Prohousing Designation Program is included in the application package. (See Appendix 1 for the Formal Resolution for the Prohousing Designation Program (New 04/21) form.)	☒	☐
If applicable, the Proposed Policy Completion Schedule is completed. (See Appendix 2 .)	☒	☐
The Project Proposal Scoring Sheet is completed. (See Appendix 3 for the Project Proposal Scoring Sheet and the Sample Project Proposal Scoring Sheet)	☒	☐
Additional information and supporting documentation (Applicant to provide as Appendix 5)	☒	☐

Application Information

Applicant (Jurisdiction):	City of Emeryville
Applicant Mailing Address:	1333 Park Avenue
City:	Emeryville
ZIP Code:	94608
Website:	www.emeryville.org
Authorized Representative Name	Pedro Jimenez
Authorized Representative Title:	Assistant City Manager
Phone:	510-596-3770
Email:	Pjimenez@emeryville.org
Contact Person Name:	Navarre Oaks; Valerie Bernardo
Contact Person Title:	Associate Planner Com. & Econ Dev. Coordinator II
Phone:	510-596-4335 510-596-4354
Email:	noaks@emeryville.org ; vbernardo@emeryville.org
Proposed Total Score (Based on Appendix 3):	63

CERTIFICATION AND ACKNOWLEDGMENT

As authorized by the Formal Resolution for the Prohousing Designation Program (Resolution No. 22-119), which is attached hereto and incorporated by reference as if set forth in full, I hereby submit this full and complete application on behalf of the applicant.

I certify that all information and representations set forth in this application are true and correct.

I further certify that any proposed Prohousing Policy identified herein will be enacted within two (2) years of the date of this application submittal.

I acknowledge that this application constitutes a public record under the California Public Records Act (Gov. Code, § 6250 et seq.) and is therefore subject to public disclosure by the Department.

Signature: _____

Name and Title: Pedro Jimenez, Assistant City Manager

Date: 2/22/2023

Legislative Information

District	Number	Legislator's Name
Federal Congressional District	12	Representative Barbara Lee
State Assembly District	18	Assembly Member Mia Bonta
State Senate District	9	Senator Nancy Skinner

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/>

Threshold Requirements Checklist

The applicant meets the following threshold requirements in accordance with Section 6604 of the Regulations:

	Yes	No
The applicant is a Jurisdiction.	☒	☐
The applicant has adopted a Compliant Housing Element.	☒	☐
The applicant has submitted or will submit a legally sufficient Annual Progress Report prior to designation.	☒	☐
The applicant has completed, on or before the relevant statutory deadlines, any rezone program or zoning that is necessary to remain in compliance with Government Code section 65583, subdivision (c)(1).	☒	☐
The applicant is in compliance, at the time of the application, with applicable state housing law, including, but not limited to, Housing Element Law; "No Net Loss" Law (Gov. Code, § 65863); the Housing Accountability Act (Gov. Code, § 65589.5); State Density Bonus Law (Gov. Code, § 65915 et seq.); laws relating to the imposition of school facilities fees or other requirements (Gov. Code, § 65995 et seq.); Least Cost Zoning Law (Gov. Code, § 65913.1); the Housing Crisis Act of 2019 (Stats. 2019, ch. 654); and antidiscrimination law (Gov. Code, § 65008).	☒	☐
The applicant has duly adopted and certified a Formal Resolution for the Prohousing Designation Program, which is hereby incorporated by reference. (A true and correct copy of the resolution is included in this application package.)	☒	☐

RESOLUTION NO. 22-119

Resolution Of The City Council Of The City Of Emeryville Authorizing Submittal Of A Prohousing Designation Program Application To The California Department Of Housing And Community Development

WHEREAS, in an effort to address the housing crisis in the State of California, as part of the 2019-2022 Budget Act, the legislature enacted AB 101 and established the Prohousing Designation Program; and

WHEREAS, the Prohousing Designation Program application evaluates policies that facilitate the planning, approval, or construction of housing in a jurisdiction as measured by a point-based system; and

WHEREAS, staff has conducted a preliminary assessment of existing policies and those proposed in the Draft 6th Cycle Housing Element, both of which are eligible for application points, and has determined that the City is likely to receive more than the minimum number of points required to receive a Prohousing designation; and

WHEREAS, once designated as a Prohousing jurisdiction, the City will be awarded additional points or preference in the scoring of program applications, which may result in receiving funds from the Affordable Housing and Sustainable Communities Program, the Transformative Climate Communities Program, the Infill Incentive Grant Program, and other eligible State programs; and

WHEREAS, applying to the Prohousing Designation Program is the first step in implementing Program SS in the Draft Housing Element, which states "The City will seek a Prohousing Designation from the California Housing and Community Development Department for enacting favorable zoning and land use policies, policies to accelerate the production of housing, reduction of construction and development policies, and providing financial subsidies"; and

WHEREAS, the Planning Commission reviewed the Prohousing Designation Program at their July 28, 2022 meeting and voted unanimously to recommend that the City Council authorize staff to submit a Prohousing application to the State; and

WHEREAS, the Housing Committee reviewed the Prohousing Designation Program at their August 3, 2022 meeting and voted unanimously to recommend that the City Council authorize staff to submit a Prohousing application to the State; and

WHEREAS, the City Council reviewed the Prohousing Designation Program at their September 6, 2022, meeting; now, therefore, be it

RESOLVED, that the City Council of the City of Emeryville hereby authorizes the submittal of a Prohousing Designation Program application to the California Department of Housing and Community Development.

Resolution No. 22-119
Authorizing Prohousing Designation Application
City Council Meeting | September 6, 2022
Page 2 of 2

ADOPTED by the City Council of the City of Emeryville at a regular meeting held Tuesday, September 6, 2022, by the following vote:

AYES:	<u>5</u>	Mayor Bauters, Vice Mayor Medina and Council Members Donahue, Martinez, and Welch
NOES:	<u>0</u>	
ABSTAIN:	<u>0</u>	
ABSENT:	<u>0</u>	

DocuSigned by:

John Bauters

C73895619E2C9458...

MAYOR

ATTEST:

APPROVED AS TO FORM:

DocuSigned by:

Sheri Hartz

FB7D5D8EAB0A4BE

CITY CLERK

DocuSigned by:

John Kennedy

2C234D02DB55467

CITY ATTORNEY

Appendix 2: Proposed Policy Completion Schedule

Category Number	Concise Written Description of Proposed Policy	Key Milestones and Milestone Dates	Anticipated Completion Date	Notes
1B	Emeryville currently has no low-density residential zones because there are no neighborhoods exclusively zoned for single-family housing, such as a residential low-density zoning district. Emeryville currently allows Two-unit residences by right in the RM (Medium Density Residential) zoning district and multi-unit (three or more units) residences by-right in the RMH, RH, MUR, and MURS zoning districts. Multi-unit residences are currently allowed with a Conditional Use Permit (CUP) in the RM district.	1. Draft Legislation – 05/2024 2. Planning Commission Draft Review – 06/2024 3. City Council Draft Review – 07/2024 4. Finalize Legislation – 09/2024 5. Planning Commission Recommendation – 10/2024 6. City Council Adoption – 12/2024	12/2024	
2A	The City has proposed in the 2023-2031 Housing Element Program LL, to amend the Planning Regulations to permit by right 3- and 4-unit multi-unit projects in the RM district with no density requirement, as long as it is in compliance with FAR and height limits. Base FAR will also be increased to 1.0 and Bonus FAR will be eliminated in the RM Zone. It is anticipated that this action will be completed before December 2025.	1. Draft Written Policy and Legislation – 05/2024 2. Planning Commission Draft Review – 06/2024 3. City Council Draft Review – 07/2024	12/2024	
	Program B "Streamlined Planning Process", within the 2023-2031 Housing Element, was created to accelerate the production of housing. Within this program, the City will: (1) establish a written policy or procedure to ensure that eligible multifamily projects with an affordable component are provided			

	streamlined review; and (2) seek opportunities to streamline the permitting process of converting single unit homes to two-unit homes, including the possibility of waiving the requirement for Planning Commission approval for projects that will exceed base FAR. The City anticipates both actions to be complete by December 2024.	- Finalize Written Policy and Legislation – 09/2024 - Planning Commission Recommendation – 10/2024 - City Council Adoption – 12/2024		
2E	Program C "Objective Standards" of the 2023-2031 includes the adoption of Objective Standards, which is currently underway. Upon the adoption of the Objective Standards, the City will eliminate the need for a public hearing for all projects that are consistent with the General Plan and zoning regulations. The City has engaged with a consultant to draft Objective Standards and a draft is under review by staff. The Objective Standard Regulation is scheduled to be adopted by the City Council in December 2023.	- Housing Committee Draft Review – 06/2023 - Bicycle Pedestrian Committee Draft Review – 07/2023 - Planning Committee Draft Review – 07/2023 - City Council Draft Review- 09/2023 - Planning Commission Recommendation – 10/2023 - City Council Adoption – 12/2023	2/2024	
3A	In the attempt to avoid any undue burden on developers who are required to provide affordable units under the Affordable Housing Program, the City may subsidize the cost of traffic impact fees, if any, building fees and other City fees applicable to the affordable units of a proposed housing development. Additionally, Program F "Impact Fees", within the 6th Cycle Housing Element states that in an effort to ensure smaller projects (2-4 units) are not financially constrained for development, the City will evaluate waiving the affordable housing impact fee for projects consistent with by	- Draft Legislation – 05/2024 - Planning Commission Draft Review – 06/2024 - City Council Draft Review – 07/2024 - Finalize Legislation – 09/2024 - Planning Commission Recommendation – 10/2024 - City Council Adoption – 12/2024	12/2024	

	right, objective standards and/or 2-4-unit projects in the RM zone.		
3B	Due to the staffing size of the Planning Division, one staff member (Assistant Planner) is responsible for processing "minor" development applications, such as ADUs. This person is responsible to know local and state zoning and development standards regulations associated with ADUs and work with applicants to answer any questions they may have. Program D "Accessory Dwelling Units" within the 2023-2031 Housing Element, was created to promote and incentivize the development of ADUs, including Junior Accessory Dwelling Units (JADUs), therefore the City will develop ADU guidance materials and create a frequently asked questions webpage on the City's website. The City is currently working with Alameda County on an ADU Resource Center, which will develop a series of tools and programs to assist residents and developers in building ADUs. Baird + Driskell and Hello Housing have been procured to assist in developing materials. It is anticipated that the ADU guidelines and tools will be ready to be released to the public prior to December 2024.	1. Continue participation in Alameda County ADU working group – Ongoing through 2023 2. Draft ADU Guidelines, Checklist and FAQs – 03/2024 3. Finalize ADU Guidelines 06/2024 4. Publish ADU guidelines, checklist, and FAQs to City Website – 07/2024	10/2024
3F	The City previously adopted Universal Design as a community benefit option for obtaining development bonus points. Universal Design standards make homes more usable and accessible for all people, including people with disabilities. Within the 6 Cycle Housing Element Program UU "Universal Design" the City will evaluate how to incorporate Universal Design features into the Planning Regulations	1. Review Building Code and Objective Standards to determine what elements of Universal Design are already required – 09/2023 2. Draft Legislation -	12/2024

	beyond what is currently being implemented thought the Development Bonus System.	3. Housing Committee Draft Review – 12/2023 4. Planning Committee Draft Review – 02/2024 5. City Council Draft Review- 04/2024 6. Planning Commission Recommendation – 05/2024 7. City Council Adoption – 6/2024		
4B	Program D "Accessory Dwelling Units) within the 2023-2031 Housing Element was created to promote and incentivize the development of ADUs, including Junior Accessory Dwelling Units (JADUs). One of the actions proposed within this program is to develop a loan program for homeowners to construct ADUs affordable to lower income households. The City anticipates developing guidelines and identifying a source of funding to support an ADU financing program by December 2024.	1. ADU Financing Discussion with Housing Committee – 10/2023 2. Draft ADU Funding Guidelines within Measure C Development Opportunity Funds- 007/2024 3. Housing Committee Recommendation – 08/2024 4. City Council Adoption - 09/2024 5. Update Website – 10/2024 6. Market Financing Incentive – 10/2024	12/2024	

Appendix 3: Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet
Project Proposal Scoring Sheet

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents or Indicate that Electronic Copies are Attached as Appendix 5	Points	Enhancement Category Number	Enhancement Points	Total Points
1A	The 2023-2031 Housing Element RHNA requirement is 1,815 housing units. We were able to identify 19 adequate housing sites that can accommodate 3,687 housing units for a range of household types and income levels. The 3,687 housing units represents 203% of the RHNA. In determining what housing sites could be developed to support housing, the City focuses on housing sites that were along major transit corridors or adjacent to public transportation. Goal T-G-3 Multi-Modal, of the General Plan is to have a transportation system that eliminates the necessity of owning and/or driving personal vehicles because of the availability of convenient and accessible alternative modes of transportation. The identification of housing sites along or adjacent to transit corridors supports this goal. Housing sites 8, 11, 16, 17, and 18 are adjacent to 40th Street Transit Corridor. Sites 6, 8, 9, 10, and 15 are adjacent to the San Pablo Avenue Transit Corridor. Sites 3 and 4 are directly connected to the West Oakland BART station via a shuttle service. Sites 7, 12, 14, and 19 are adjacent to the Christie Avenue Transit Corridor. Site 13 on Shellmound Street is adjacent to local and transbay bus service. and Sites 1, 2, and 5 are within quarter mile of local and transbay bus service.	Enacted	Adopted 2023-2031 Housing Element - Figure 5-11, 5-12, 5-13, 6-1 General Plan, Chapter 3 Transportation	https://www.ci.emeryville.ca.us/Documents/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23_ https://www.ci.emeryville.ca.us/Documents/View/1010/30-Transportation?bidId=	3	1	2	5
1B	Emeryville currently has no low-density residential zones because there are no neighborhoods exclusively zoned for single-family housing, such as a residential low-density zoning district. Emeryville currently allows Two-unit residences by right in the RM (Medium Density Residential) zoning district and Multi-unit (three or more units) residences by-right in the RMH, RH, MUR, and MURS zoning districts. Multi-unit residence are currently allowed with a Conditional Use Permit (CUP) in the RM district. The City has proposed in the 2023-2031 Housing Element Program LL, to amend the Planning Regulations to permit by right 3- and 4-unit multi-unit projects in the RM district with no density requirement, as long as it is in compliance with FAR and height limits. Base FAR will also be increased to 1.0 and Bonus FAR will be eliminated in the RM Zone. It is anticipated that this action will be completed before December 2024.	Enacted and Proposed	Title 9 Planning Regulations (9-3.202) Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs Land Use Map	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville093.htm#9-3.202 https://www.ci.emeryville.ca.us/Documents/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23_ https://www.ci.emeryville.ca.us/Documents/View/987/GP-Land-Use-Diagram?bidId=	3			3

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1D	The Emeryville Development Bonus Program is made available to Developers seeking bonuses to the floor area ratio, height, and/or residential density which exceeds statutory requirements by 10 percent or more. Developers are not allowed to utilize both the State Density Bonus Program and the Emeryville Development Bonus Program. The lowest base density in Emeryville is 20, which indicates affordable housing can be accommodated anywhere in the City without utilizing the Development Bonus System, however, for a project that seeks a Development Bonus, no fewer than half of the Development Bonus points required shall be earned through the provision of affordable housing, by providing between 12.5% and 17% of affordable housing units at various income levels, based on the number of bonus points needed.	Enacted	Title 9 Planning Regulations (9-4.204)	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville094.htm#9-4.204	2			2
1E	ADUs are exempt from the Residential Density requirements of 9-4.203. Emeryville allows one ADU and one JADU on lots with an existing or proposed single unit. On lots with two-units or multi-unit residential, Emeryville permits within the existing structure, the greater of 1 ADU or an additional 25% of the units and or two ADUs if the multi-units are detached or attached but not within the existing structure. Emeryville's ADU regulations allow for larger units than State law (over 1,200 square feet for primary units that are larger than 1,200 square feet; compared to a maximum of 1,000 square feet in State law). This has resulted in 12 of the 24 ADUs approved through the year 2022 to have 2 or more bedrooms, which addresses the shortage of larger units (2+ bedrooms) in Emeryville identified in the Housing Element (Program R). The Housing Element does not provide any potential development sites in the two RM zones located in the Doyle Street and Triangle Neighborhoods. ADUs provide access to opportunities in both low resource (Triangle Neighborhood) and moderate resource (Doyle Street Neighborhood) areas and contribute to private investments in these communities.	Enacted	Title 9 Planning Regulations (9-5.1406) ADU Tracking Table, attached to General Plan Annual Progress Report Pending Projects List for ABAG, attached to General Plan Annual Progress Report Title 9 Planning Regulations (9-5.1408) Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs Planning Regulations Maps	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville095.htm#9-5.1406 https://www.ci.emeryville.ca.us/DocumentCenter/View/14838/Item-81-A2--ADU-Tracking-Table https://www.ci.emeryville.ca.us/DocumentCenter/View/14832/Item-81-A4--Development-Decisions-and-Pending-Projects-2022-for-ABAG https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville095.htm#9-5.1408 https://www.ci.emeryville.ca.us/DocumentCenter/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23 https://www.ci.emeryville.ca.us/DocumentCenter/View/5907/Development-Maps?bidId=	2	8	1	3

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1F	General Plan Policy T-P-36 states that the City supports Transit-Oriented Development with reduced parking requirements, and amenities to encourage transit use and increase pedestrian comfort around the Major Transit Hubs at the Amtrak station and the 40th Street/San Pablo Avenue intersection. In May 2020, the City eliminated the minimum number of parking spaces required for any use, except for accessible parking spaces as required by the Building Regulations. The elimination of minimum parking requirements is anticipated to assist in creating affordable housing and reduce greenhouse gas emissions.	Enacted	Title 9 Planning Regulations (9-4.404) General Plan, Chapter 3 Transportation	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville094.htm#9-4.404 https://www.ci.emeryville.ca.us/DocumentCenter/View/1010/30-Transportation?bidId=	2	1	2	4
1G	The City is a strong supporter of mixed use developments as illustrated by the following Land Use Policies within the General Plan (LU-P-4, LU-P-8, LU-P-20, LU-P-21, LU-P-23, and LU-P-24). Residential use is permitted in the following Mixed Use Zoning Districts: MUR (Mixed Use with Residential) and MURS (Mixed Use with Residential South).	Enacted	Title 9 Planning Regulations (9-3.202) General Plan, Chapter 2 Land Use Land Use Map	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville093.htm#9-3.302 https://www.ci.emeryville.ca.us/DocumentCenter/View/1009/20-Land-Use?bidId= https://www.ci.emeryville.ca.us/DocumentCenter/View/987/GP-Land-Use-Diagram?bidId=	1	1	2	3
1H	Land use and urban design patterns can have a substantial impact on greenhouse gas emissions. The City's Climate Action Policy 8 states that the City shall adopt urban planning principles and practices that advance higher density, mixed use, walkable, bikeable and disabled-accessible neighborhoods which coordinate land use and transportation with open space systems for recreation and ecological restoration. An implementation example of greater development intensity is that in the MUR and MURS zoning districts, no minimum setbacks are required as long as you are not abutting a Residential Zoning District.	Enacted	Title 9 Planning Regulations (9-4.301) Title 9 Planning Regulations (9-4.701) General Plan, Chapter 7 Sustainability	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville094.htm#9-4.301 https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville094.htm#9-4.701 https://www.ci.emeryville.ca.us/DocumentCenter/View/1014/70-Sustainability?bidId=	1	1	2	3
1J	To further the development of residential housing in Emeryville, the Planning Regulations require in the MUR and MURS zoning districts, that if a development site is least one (1) acre or more, the site must include a mix of uses of which one use must be a residential use. Between 2021 and 2022, the Planning Commission held three study session to discuss a proposed project in the MUR zone that was between 1-5 acres, in which the developer stated it was financially infeasible to include a large residential development on the site. The City hired a financial consultant to analyze the feasibility of developing a housing project on the site and the Planning Commission concluded that it was feasible for housing to be built on the site and required the developer to include a housing development on the site with their proposed other use.	Enacted	Title 9 Planning Regulations (9-3.303) Planning Commission Staff Report	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville093.htm#9-3.303 https://www.ci.emeryville.ca.us/DocumentCenter/View/14069/Item-91---58Fifty-Shellmound-Life-Science-Tower	1			1

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2A	Program B "Streamlined Planning Process" within the 2023-2031 Housing Element was created to accelerate the production of housing. Within this program, the City will: (1) establish a written policy or procedure to ensure that eligible multifamily projects with an affordable component are provided streamlined review; and (2) seek opportunities to streamline the permitting process of converting single unit homes to two-unit homes, including the possibility of waiving the requirement for Planning Commission approval for projects that will exceed base FAR. The City anticipates both actions to be complete by December 2024.	Proposed	Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs	https://www.ci.emeryville.ca.us/Documents/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT Clean 1 20 23	3			3
2B	Streamlined program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	Enacted	General Plan EIR Addendum to the General Plan EIR	https://www.ci.emeryville.ca.us/Documents/View/13713/00-Complete-Final-Environmental-Impact-Report https://emeryville.legistar.com/View.ashx?M=F&ID=11491353&GUID=74F0AC41-6D74-49FF-AD52-A8E804B78216	2			2
2C	Emeryville is a small, highly developed urban city in the Bay Area. It is located in Alameda County, between Berkeley (to the north), Oakland (to the south), and the San Francisco Bay (to the west). Emeryville is a developed urban city. Within Emeryville, the Climate Action Plan (CAP) encourages efficient land use development through focused growth and transit oriented development, like building on infill and brownfield sites, which is consistent with the goals and policies in the General Plan Land Use Element. Because the utilization of vacant and under-utilized properties is how Emeryville spurs growth, the City rarely has a housing project that is not exempt from environmental review under State CEQA Guidelines Section 15332, which applies to infill development projects and under the "common sense exemption" at Section 15061(b)(3) of the State CEQA Guidelines because it can be seen with certainty that there is no possibility that the proposal may have a significant effect on the environment.	Enacted	General Plan, Chapter 2 Land Use & Chapter 7 Sustainability Planning Commission Staff Report	https://www.ci.emeryville.ca.us/Documents/View/1009/20-Land-Use?bidId= https://www.ci.emeryville.ca.us/Documents/View/13886/Item-81---1225-65th-Street-FINAL	2	1	2	4
2E	Program C "Objective Standards" of the 2023-2031 includes the adoption of Objective Standards, which is currently underway. Upon the adoption of the Objective Standards, the City will eliminate the need for a public hearing for all projects that are consistent with the General Plan and zoning regulations. The City has engaged with a consultant to draft Objective Standards and a draft is under review by staff. Objective Standards is scheduled to be adopted by the City Council in December 2023.	Proposed	Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs	https://www.ci.emeryville.ca.us/Documents/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT Clean 1 20 23	2			2

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2F	As a small city, Emeryville's zoning permit process is generally less time consuming than that of many East Bay cities. Staff is able to provide a higher level of customer service than seen in larger cities. Emeryville's permit procedures are straightforward. The City has no design or historical review boards. Administrative planning approvals, including staff-level (minor) design review, and conditional use permits, take about three days to three weeks to process. Planning Commission approvals (use permit, design review, variance, sign permit, subdivision) take about two months for simple projects, once the application is complete. Informal study sessions with the Planning Commission, City Council, or both are also recommended for larger projects prior to filing an application. Study sessions are beneficial to the applicant because any concerns by the Planning Commission and City Council can be aired prior to large investment into design. Likewise, applicants receive preliminary review by staff to determine conformance with zoning and the General Plan and to identify the permits required. By the time the project appears before the Planning Commission, significant issues have been addressed. For a midsize, uncomplicated project with complete drawings and other submittal requirements, it generally takes about six weeks to produce first comments and two to three weeks to respond to the developer's response, for a total of two to three months, depending on the developer's response time.	Enacted	Adopted 2023-2031 Housing Element, Chapter 4 Constraints	https://www.ci.emeryville.ca.us/DocumentCenter/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23	1			1
2H	The City offers a single counter (i.e. Planning & Building Counter) in City Hall for residents and developers to submit and coordinate projects and plan checks to ensure efficient and effective service and support from the Building Division, Planning Division, Fire Department and Public Works Department. The Planning & Building Counter accepts walk-ins on Monday-Thursday from 9am-12pm and is open by appointment only on Monday-Thursday from 1pm-4pm. Applications are assigned to a single planner for Planning approval who coordinates input from all departments; Building Permits are coordinated by the Plan Checker in the Building Division who coordinates review by all departments.	Enacted	City Website, Community Development Webpage	https://www.ci.emeryville.ca.us/1017/Community-Development	1			1

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2K	The Community Development Department creates monthly Progress Reports that is posted to the City's website that document updates on current projects. The report also includes a project bar chart and the document Status of Major Development Projects to provide more information on larger Planning projects. A description of the project, entitlement and building status, as well as number of housing units created at each income category is identified.	Enacted	Monthly Community Development Report	https://www.ci.emeryville.ca.us/308/Major-Projects	1			1
2M	The Development Coordination Committee (DCC) consists of representatives from the Planning, Building, and Economic Development and Housing divisions of the Community Development Department; the Public Works, Community Services, Police, and Fire departments; the City Clerk's Office, City Attorney's Office, Assistant City Manager, and City Manager) to meet monthly to discuss major development projects that have submitted a pre-application or application for entitlement. This committee provides the designated Planner with early insight on potential areas of concern to be addressed early in the design process.	Enacted	Community Development Monthly Report - December 2022 2023 Planning Commission Calender, see DCC column	Attached	1			1
3A	In the attempt to avoid any undue burden on developers who are required to provide affordable units under the Affordable Housing Program, the City may subsidize the cost of traffic impact fees, if any, building fees and other City fees applicable to the affordable units of a proposed housing development. Additionally, Program F "Impact Fees", within the 2023-2031 Housing Element states that in an effort to ensure smaller projects (2-4 units) are not financially constrained for development, the City will evaluate waiving the affordable housing Impact fee for projects consistent with by right, objective standards and/or 2-4 unit projects in the RM zone.	Enacted and Proposed	Title 9 Planning Regulations (9-5.414) Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs 2022-2023 Planning & Building Fee Schedule	https://www.codepublishing.com/CA/Emeryville/html/Emeryville09/Emeryville095.html#9-5.414 https://www.ci.emeryville.ca.us/Documents/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT Clean 1 20 23 https://www.ci.emeryville.ca.us/Documents/View/610/Master-Fee-Schedule---Planning-Building?bidId=	3			3

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3B	Due to the staffing size of the Planning Division, one staff member (Assistant Planner) is responsible for processing "minor" development applications, such as ADUs. This person is responsible to know local and state zoning and development standards regulations associated with ADUs and work with applicants to answer any questions they may have. Program D "Accessory Dwelling Units" within the 2023-2031 Housing Element, was created to promote and incentivize the development of ADUs, including Junior Accessory Dwelling Units (JADUs), therefore the City will develop ADU guidance materials and create a frequently asked questions webpage on the City's website. The City is currently working with Alameda County on a ADU Resource Center, which will develop a series of tools and programs to assist residents and developers in building ADUs. Baird + Driskell and Hello Housing have been procured to assist in developing materials. It is anticipated that the ADU guidelines and tools will be ready to be released to the public prior to December 2024.	Enacted and Proposed	Assistant Planner Job Description Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs	Attached https://www.ci.emeryville.ca.us/Documents/Center/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23	2			2
3C	The timing of fee collection also affects development feasibility. The deferral of payment can reduce a developers costs through cheaper borrowing with shorter timelines. The City of Emeryville requires the payment of building permit fees upfront, however there are options that developers of residential projects can access to defer the timing of paying some of the fees. Plan review fees and energy fees are due at plan check submittal. At the time the permits are issued building, electrical, plumbing, and mechanical permit fees, Fire Department fees, general plan maintenance fee, sewer connection fees, development impact fees, traffic impact fees, school and public art fees are due. Any business license fee, as well as any remaining planning fee, are due with the final inspection. For projects that include residential dwelling units, the applicants may request that fees are paid prior to final inspection or temporary certificate of occupancy. Additionally, an applicant may be eligible for a credit against impact fees otherwise owed, in return for providing a specified public facility to the City.	Enacted	Title 9 Planning Regulations (9-5.1906) Titel 9 Planning Regulations (9-5.1911) Development Fee Deferral Request Form	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville095.htm#9-5.1906 https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville095.htm#9-5.1911 Attached	1			1
3E	The City believes a balanced approach to accommodating multi-modal transportation on the street network is essential, especially considering the city's strong retail sector, growing employment base, and increased number of housing units. To support this effort, in 2013 City adopted a Complete Streets Policy, in 2020 the City Council declared a state of urgent action with regard to bicycle and pedestrian safety and currently the City is in the process of adopting an Active Transportation Plan.	Enacted	Resolution 13-03 Resolution 20-10 Draft Active Transportation Plan	Attached Attached https://emeryville.altaplanning.cloud/#/home	1	1	2	3

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3F	The City previously adopted Universal Design as a community benefit option for obtaining development bonus points. Universal Design standards make homes more usable and accessible for all people, including people with disabilities. Within the 2023-2031 Housing Element Program UU "Universal Design", the City will evaluate how to incorporate Universal Design features into the Planning Regulations beyond what is currently being implemented through the Development Bonus System.	Enacted and Proposed	Title 9 Planning Regulations (9-4.204) Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs	https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville094.htm#9-4.204 https://www.ci.emeryville.ca.us/DocumentCenter/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23	1			1
4A	Policy H-2-2 of the 2015-2023 Housing Element, is to support new housing opportunities for extremely low, low and moderate income households. To support this policy, the City created an Affordable Housing Fund for local housing impact fees to be deposited and dispersed to support the creation of additional affordable housing. Additionally, in 2018, the residents of Emeryville voted to support Measure C, a \$50 Million Dollar Housing Bond to support the creation and preservation of affordable housing in Emeryville. This new local housing fund, in addition to the Low-Moderate Income Housing Asset Fund, Affordable Housing Fund, and Affordable Housing Impact Fee Fund, will support the creation and preservation of approximately 602 housing units through the utilization of approximately \$64 Million Dollars. Collectively, these funds will expand access and preserve affordable housing within Moderate Resource Areas as well as in Low Resource Areas.	Enacted	2015-2023 Housing Element, Chapter 6 Goals, Policies and Programs Title 9 Planning Regulations (9-5.410) Resolution 18-20 Resolution 21-13	https://www.ci.emeryville.ca.us/DocumentCenter/View/7814/Chapter-6-Goals-Policies-and-Programs?bidId= https://www.codepublishing.com/CA/Emeryville/#!/Emeryville09/Emeryville095.htm#9-5.410 https://emeryville.legistar.com/View.ashx?M=F&ID=5833797&GUID=33E6C184-1A19-4FD4-A450-19A6773A14C9 https://www.ci.emeryville.ca.us/DocumentCenter/View/13878/APPROVED-Resolution-No-21-13?bidId=	2	8	1	3
4B	Program D "Accessory Dwelling Units) within the 2023-2031 Housing Element was created to promote and incentivize the development of ADUs, including Junior Accessory Dwelling Units (JADUs). One of the actions proposed within this program is to develop a loan program for homeowners to construct ADUs affordable to lower income households. The City anticipates developing guidelines and identifying a source of funding to support an ADU financing program by December 2024. This new financing mechanism will be promoted in the Triangle Neighborhood, which is a lower opportunity neighborhood (see Figure 5-5 in the Housing Element) and where thus far about 50% of ADUs have been approved.	Proposed	Adopted 2023-2031 Housing Element, Chapter 8 Goals, Policies and Programs	https://www.ci.emeryville.ca.us/DocumentCenter/View/14790/Emeryville-Housing-Element-Certification-Draft-PORTRAIT_Clean_1_20_23	2	8	1	3

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4C	In the past four years, the City has issued three Requests for Proposals for the redevelopment of City-owned property into affordable housing with the goal of maximizing the number of housing units and the number of affordable housing units on site. All three properties have been approved by HCD as exempt surplus. Additionally, prior to adoption of the Surplus Land Act, the City made the policy decision to no longer sell City-owned land for redevelopment, but rather lease all City-owned land to ensure long term affordability.	Enacted	Christie Sites RFP Adeline Sites RFP 4300 San Pablo RFP 3706 San Pablo Ground	https://www.ci.emeryville.ca.us/DocumentCenter/View/14195/Christie-Sites-RFP---62222?bidId= https://www.ci.emeryville.ca.us/DocumentCenter/View/14250/Adeline-Sites-RFP?bidId= Attached Attached	2	1	2	4
4E	City Council established the Affordable Housing Fund subsequent to the dissolution of the Emeryville Redevelopment Agency. The City Council's policy has been to allocate 20% of residual receipts from the Redevelopment Property Tax Trust Fund (RPTTF) to support the City's affordable housing programs. Residual RPTTF, colloquially termed boomerang" funds, are the City's portion of real property tax increment generated in redevelopment areas after the payment of enforceable obligations of the former Emeryville Redevelopment Agency. In 2021, the City Council committed over 80% of the Affordable Housing Fund to the redevelopment of Nellie Hannon Gateway, a 100% affordable housing project, located at 3600 San Pablo Avenue in Census Tract 4251.04. This census tract is a designated disadvantaged community. Additionally, the City has been planning the 40th Street Transit-Only Lanes and Multimodal Enhancements Project which is also located in Census Tract 4051.04. The proposed dedicated transit-only lanes and two-way separated (Class IV) bikeways on 40th Street will improve access for people living in Emeryville, North Oakland, and West Oakland and connect low-income workers to employment centers and commercial resources such as the East Bay Bridge Shopping Center. To support the housing and transportation project in this Disadvantage Community, we received an Affordable Housing and Sustainable Communities (AHSC) award from the State in 2021.	Enacted	Annual Comprehensive Financial Reports (ACFR) (page viii) Disadvantage Community Map AHSC Award Letter	https://www.ci.emeryville.ca.us/ArchiveCenter/ViewFile/Item/5373 Attached Attached	1	3	1	2
4F	Policy H-3-1 within the 6th Cycle Housing Element states the City will utilize available federal, state, and local financing sources and subsidies to assist in making housing more affordable to very low-, low-, and moderate-income households. To support this policy the City has adopted an Affordable Housing & Expenditure Plan, which outlines a variety of funding programs to which the City will make funding available to support the development and preservation of affordable housing over an 8 year period.	Enacted	Housing Administration & Expenditure Plan	https://www.ci.emeryville.ca.us/DocumentCenter/View/13878/APPROVED-Resolution-No-21-13?bidId=	1			1

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4G	For years, the City has utilized general funds to support administrative operating costs of the Economic Development & Housing Division. Two staff members works on Housing Programs and Projects and 100% of their salaries are paid for out of the general fund.	Enacted	City Budget	https://www.ci.emeryville.ca.us/ArchiveCenter/ViewFile/Item/5317	1			1
TOTAL					45		18	63