



General Plan Annual Progress Report Overview

San Mateo Community Development Director's Meeting

April 13, 2020

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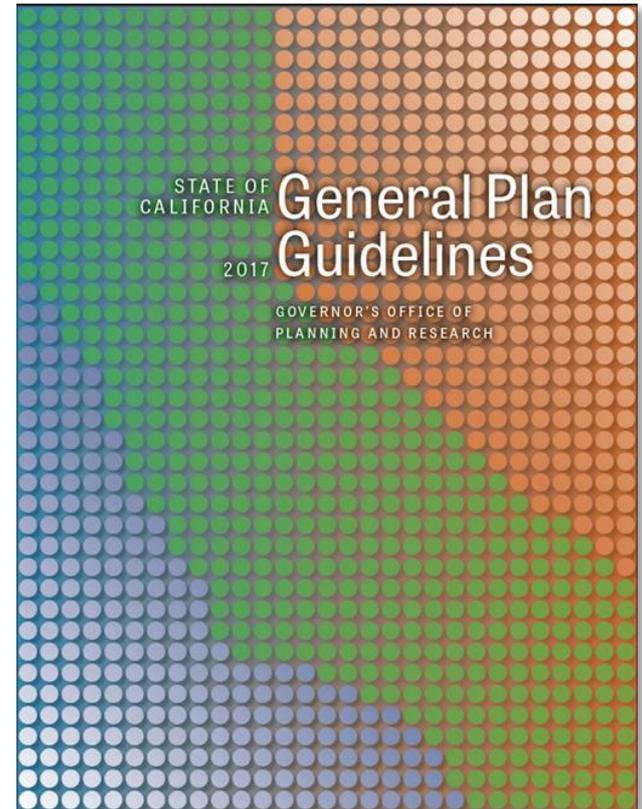
General Plan

Required Elements

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

Topical Considerations

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





Overview

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- All jurisdictions are required to submit a General Plan Annual Progress Report (APR) to the legislative body, OPR and HCD by April 1st each year
- 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.



What is a GP APR?

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- 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



Structure of GP APR

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- ❑ No standardized form or format
- ❑ Does not need to include all elements
- ❑ It can borrow from other jurisdiction reports if it relates back to the implementation of the GP such as "performance reports", "budget reports", or "state of the city" reports.
- ❑ Reporting on planning activities is required even when undergoing a comprehensive update



Suggested Contents (see OPR memo)

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- Introduction, Table of Contents, Date of last GP update, Date APR accepted by local jurisdiction
- GP Implementation Measures and specific examples of implementing actions for the year
- The degree of compliance with OPR guidelines and new GP requirements (e.g., EJ, Native American consultation, collaboration with military, etc.)
- Local legislative priorities for land use decision making (emergency ordinances, moratoria, etc).



Suggested contents continued

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- 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 activity
 - Planning activities initiated – These may include, but are not limited to, master plans, specific plans, master environmental assessments, annexation studies, and other studies or plans.
 - General plan amendments
 - Major development applications processed



Additional Content

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- Interagency or intergovernmental coordination efforts and areas for improvement
- The implementation of mitigation measures from GP Final EIR or Negative Declaration
- Equity planning considerations, such as impacts to ethnic groups or socioeconomic populations





Summarize efforts to:

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- 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

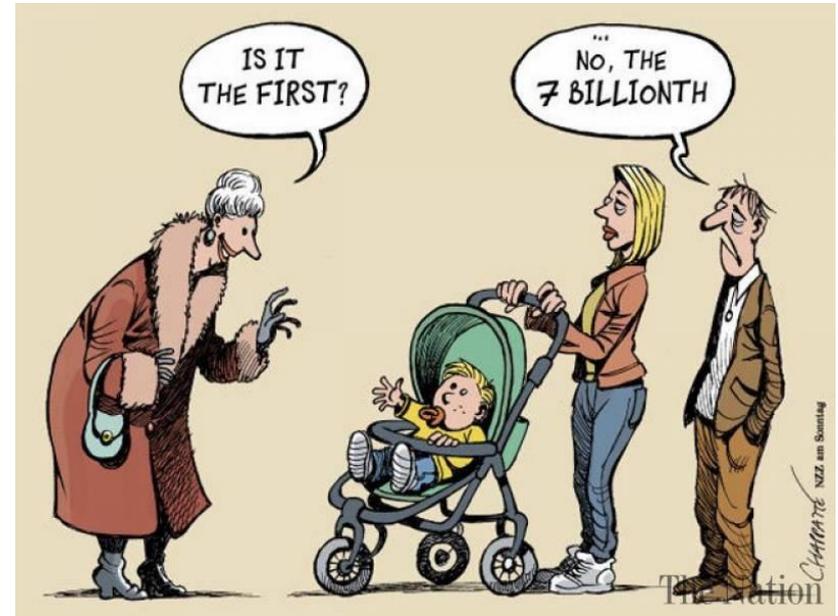




Describe the Jurisdiction's Strategy for:

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- 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 GP implementation

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- 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 to OPR

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- Email as an attachment in an MS Word application or PDF to opr.apr@opr.ca.gov
- A printed copy of the APR can be mailed to the State Clearinghouse, P.O. Box 3044, Sacramento, CA 95812-3044, or 1400 10th Street, Sacramento, CA 95814 **but it is not necessary if you already emailed it.**
- If your city or county posts the APR online at your agency's website, please notify OPR of your website address so that we may review it online.



GP APR Submission to HCD

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- The HCD has developed an online portal system as an alternative to emailing the APR. To use the online system, email apr@hcd.ca.gov and request login information for your jurisdiction.
- The GP APR can also be submitted as an attachment in an MS Office application or PDF to apr@hcd.ca.gov.



GP vs. Housing Element APR

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General Plan APR

- ❑ Can be calendar or fiscal year
- ❑ No standardized format
- ❑ All jurisdictions required to submit to local legislature, OPR and HCD by 4/1
- ❑ Can be emailed or mailed
- ❑ For more info go to:
 - ❑ <http://opr.ca.gov/planning/general-plan/>

Housing Element APR

- ❑ Must be calendar year
- ❑ New data requirements (AB 879, SB 35, AB 1486)
- ❑ All jurisdictions required to submit to local legislature, OPR and HCD by 4/1
- ❑ Can be emailed or submitted via portal
- ❑ For more info go to:
 - ❑ <https://www.hcd.ca.gov/community-development/housing-element/index.shtml>



Penalties

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- ❑ No penalties for submitting GP APR past April 1
- ❑ For 2020, OPR asked jurisdictions if they would be submitting late due to COVID-19
- ❑ 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.



Questions?



Thank You

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