



## MEMORANDUM

**TO:** City Council

**FROM:** Brian Pedrotti, Director of Community Development

**BY:** Andrew Perez, Planning Manager

**SUBJECT:** 2024 General Plan Annual Progress Report

**DATE:** March 25, 2025

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### RECOMMENDATION:

- 1) Review and accept the 2024 General Plan Annual Report (the “Annual Report” or “Report”) and direct staff to forward the Report to the Governor’s Office of Planning and Research and the Department of Housing and Community Development; and
- 2) Find that the request is not a project as defined by the California Environmental Quality Act pursuant to State CEQA Guidelines section 15378(b)(5).

### IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

No financial impact is projected.

### BACKGROUND:

California Government Code Section 65400 requires all cities to file a General Plan Annual Report to the Governor's Office of Planning and Research (OPR) and report housing data to the Department of Housing and Community Development (HCD). The purpose of the Report is to monitor the City's implementation of the General Plan over time, to help identify statewide trends, document progress in meeting the City's share of regional housing needs, and inform local decision-makers. Prior to submittal to the state, the Government Code requires that the Annual Report be presented to the City Council for review and acceptance. The Annual Report was also presented to the Planning Commission for receipt and acceptance prior to the Council given its role as the primary decision maker for the majority of the City's land use applications.

### ANALYSIS OF ISSUES:

The Annual Report provides an overview of the activities completed or currently being undertaken during 2024 to implement or update the General Plan. No updates to any individual elements of the General Plan were completed during the 2024 calendar year, however significant progress was made on the comprehensive General Plan Update project that is currently underway.

**Item 9.e.**

Comprehensive General Plan Update

Building off work done in 2023, City staff and its consultant published the Existing Conditions and Trends Workbook in February 2024. This workbook documents the current state of the community, analyzes existing conditions and identifies key trends that will guide the General Plan Update. A community workshop was also held in February 2024 to obtain public input on the development of a vision statement and guiding principles for the project. This led to the adoption of a vision statement and guiding principles by City Council on August 13, 2024. An online land use alternatives survey was made available to the public in October and November 2024. Respondents were asked to identify areas, or specific sites, within the City where land use changes are appropriate and areas where growth should, or should not, occur. The survey results were used to inform the four land use alternatives that will be presented to the Planning Commission and City Council in Spring 2025.

A seven-member General Plan Citizen Advisory Group (GPCAG) has also been formed, consisting of residents from a wide range of professional backgrounds. The GPCAG will meet approximately one time per month to review administrative drafts of deliverables and be consulted during initial policy development. Additional public outreach included a pop-up event at the Soto Sports Complex, and an informational postcard that was mailed to every mailbox in the City to garner participation in the project.

Major projects such as the development of the Active Transportation Plan and the preparation for the Traffic Way Bridge Replacement Project saw significant progress. Both projects implement policies from the City's Circulation Element. Other significant work efforts include the adoption of an ordinance to implement Housing Element programs, an update the City's ADU ordinance, and establishment of development standards for wireless telecommunication facilities.

Housing Element Implementation

Housing data is reported via a spreadsheet provided by HCD (Attachment 2). The spreadsheet contains the numbers of housing units that were entitled, issued permits, and granted occupancy in 2024. The City issued building permits for 95 new dwelling units in 2024. A majority of those units (62) are deed restricted for low-income households as part of the Housing Authority of San Luis Obispo (HASLO) project located at 700 Oak Park Blvd. The City also issued permits for 26 accessory dwelling units (ADU), which is the highest single-year total seen during this planning period. A total of 281 units have been permitted during this planning period (2020-2028). The City has permitted its allocation of 107 low-income units for the planning period, as of the end of 2024. The HCD spreadsheet also describes the implementation status of the City's forty-three (43) Housing Element programs.

**ALTERNATIVES:**

The following alternatives are provided for the Council's consideration:

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1. Accept the 2024 General Plan Annual Report and direct staff to forward the Report to OPR and HCD;
2. Do not accept the 2024 General Plan Annual Report at this time and provide direction to staff regarding modifications to the Report; or
3. Provide other direction to staff.

**ADVANTAGES:**

The City will be providing the State with data in compliance with California Government Code Section 65400 and the required April 1st deadline. The information contained in the report provides valuable insights about the effectiveness of housing policies and programs.

**DISADVANTAGES:**

There are no disadvantages identified with filing the Annual Progress Report.

**ENVIRONMENTAL REVIEW:**

The preparation and filing of the General Plan Annual Progress Report is not a project subject to the California Environmental Quality Act ("CEQA") because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378.)

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

**ATTACHMENTS:**

1. 2024 General Plan Annual Progress Report
2. HCD Housing Spreadsheet