



CITY OF DEL MAR CITY COUNCIL POLICY BOOK

117	INCLUSION OF A HOUSING IMPACT STATEMENT IN DESIGN REVIEW BOARD, PLANNING COMMISSION, AND CITY COUNCIL AGENDA REPORTS	DATE ADOPTED:	2/22/2022
		BY RESOLUTION:	2022-14
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POLICY:

Purpose and Intent: The State Legislature declared a statewide housing crisis; and the City’s Housing Element reflects the importance of protecting and enhancing the local housing supply. As part of the City’s adopted 6th Cycle Housing Element covering years 2021-2029, the City Council adopted Program 5B committing to establish a City Council policy that a “Housing Impact Statement” be included in all staff reports for discretionary land use and planning decisions. The intent is to demonstrate the City’s commitment to analyze how proposed development actions would meet the City’s allocated Regional Housing Needs Assessment (RHNA) and adopted housing goals as stated in the Housing Element, prior to approval of discretionary actions with the potential to impact available housing options and affordability levels within the City.

Procedure: A “Housing Impact Statement” shall be included within each agenda report for pending decisions of the Design Review Board, Planning Commission, and City Council on discretionary land use and planning permits or legislative actions.

This type of analysis would be conducted for agenda reports relating to pending legislative actions and discretionary quasi-judicial actions as follows:

- Legislative actions involve the adoption of policies, resolutions, and ordinances and would include the processing of amendments such as Community Plan amendments; new land use plans or amendments thereto; new zoning, subdivision, and construction ordinances or amendments thereto; amendments to the Local Coastal Program; new specific plans or amendments thereto; and development agreements.
- Quasi-judicial actions involve the application of adopted policies and ordinances to projects as part of discretionary review on a permit or action before a decision maker. This includes binding, appealable decisions involving the application of adopted land use policies, subdivision regulations, zoning regulations, and building construction regulations to discretionary development applications, as applicable. The most typical quasi-judicial actions relating to housing capacity include pending applications for subdivision maps, coastal development permits, conditional use permits, floodplain development permits, and Design Review Board (DRB) permits.

Planning-related projects where this type of analysis and housing impact statement would not be required include applications with no potential to affect the capacity of housing in the City (i.e., Tree, Scenic Views/Sunlight applications).



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Content for Housing Impact Statement: The Housing Impact Statement is intended to be an informative statement that explicitly addresses the relationship between the proposed action and the City’s adopted Housing Element. Following are examples of the type of content that could be included in the Housing Impact Statement for consideration by respective decision makers:

- *State whether the proposed action would facilitate the development of housing consistent with the adopted Housing Element.*

Provide details to specify how the proposed action would facilitate housing consistent with the Housing Element, including the City’s assigned Regional Housing Needs Allocation (RHNA); and where applicable, identify the number of dwelling units proposed, the proposed density, and the targeted affordability level of the units.

- *State whether the proposed action would be in conflict with the adopted Housing Element.*

Provide details to specify how the proposed action would be in conflict with the Housing Element, including RHNA; and where applicable, identify the number of dwelling units proposed, the proposed density, and the targeted affordability level of the units.

- *State whether the proposed action would have no impact on the local housing supply or housing affordability.*

If applicable, explicitly state why the proposed action would not have an impact on the local housing supply or housing affordability.