



HOUSING CRISIS ACT OF 2019 (SB 330) PROCESS

Step 1: PRELIMINARY APPLICATION

To qualify for filing a Housing Development Preliminary Application, a project must consist of:

1. Residential units only (at least two); or
2. Mixed-use developments consisting of residential and nonresidential uses with at least two-thirds of the square footage designated for residential use; or
3. Transitional housing or supportive housing.

Exceptions to vesting include:

1. Automatic fee adjustments (application processing fees, affordable or workforce housing fees, and other fees specified in the County Code as automatically adjusting)
2. Fees necessary to avoid specific, adverse public health or safety impact
3. Fees or standards required for California Environmental Quality Act (CEQA) mitigation
4. Post-occupancy requirements (e.g., inspection fees, new rent control, vacation rental bans, etc.)

Vesting may be cancelled if:

1. A full development application is not submitted within 180 days;
2. When a full development application is submitted, the applicant revises the project such that the number of residential units or square footage of construction changes by 20 percent or more; (excluding a request for a density bonus); or
3. Construction hasn't commenced within two and a half years of final approval ("final approval" means approval and all appeal periods and statute of limitations have expired).

A Preliminary Application is not mandatory to submit an application for a housing development project. However, standards and fees are not vested without the submittal of a Preliminary Application.

Step 2: FULL DEVELOPMENT APPLICATION

Within 180 days of submitting a Preliminary Application, an applicant must submit a full development application. That submittal is subject to the same review outlined in the Permit Streamlining Act. An applicant must respond within 90 days of receiving an incomplete determination, or the Preliminary Application expires, and vesting does not occur.

Historic Determination

A determination as to whether a project will affect historic resources must be made when a project is determined complete. That determination remains valid throughout the development process unless artifacts are discovered. The determination does not override the relevant provisions in the Coastal Act or CEQA.

Step 3: APPLICATION REVIEW

Within 30 days (if the project consists of 150 or fewer units) or 60 days (if the project consists of more than 150 units), the City will issue a written determination of consistency with the development standards in place at the time the Preliminary Application was submitted. Environmental review in accordance with CEQA is required unless the proposed project is specifically exempt. Additional information or studies may be required to complete the CEQA review. If the City determines that no significant environmental impact will result from the proposed project, a Negative Declaration, or Mitigated Negative Declaration, will be prepared incorporating any mitigation measures as conditions of approval.

Step 4: HEARING PROCESS

Once the application is determined complete and CEQA review is complete, a public hearing may be held. The number of public hearings required and the decision-making bodies which review the project will depend on the project type. If a project is consistent with all general plan and zoning standards, no more than five public hearings or meetings (including appeals) may be required, including hearings or meetings before the Planning Commission, Design Review Commission, or Historic Preservation and Cultural Resource Commission, or any public meeting required by the City of San Gabriel. The limitations on the number of hearings do not apply if a project requires a general plan amendment or zone change. An applicant can waive the limit on the number of hearings if so desired.

A decision must be made on the project within 60 days after adoption of a mitigated negative declaration (90 days if an environmental impact report is required).



HOUSING CRISIS ACT OF 2019 (SB 330) PRELIMINARY APPLICATION FORM

The Housing Crisis Act of 2019 (SB 330) creates a preliminary application process through which an applicant for a housing development project that includes (1) residential units; (2) a mix of commercial and residential uses with two-thirds of the project's square footage used for residential purposes; or (3) transitional or supportive housing, may obtain assurances for continued review under the ordinances, standards, and policies in effect when a preliminary application is deemed complete. SB 330 also provides a specified list of information that is required for a preliminary application to be deemed complete, unless exceptions per state law are triggered. After submitting a Preliminary Application form, an applicant has 180 days to submit a full application, or the Preliminary Application will expire.

The following materials are required for preliminary application submittal under the Housing Crisis Act of 2019:

Complete Planning Application Form: includes Applicant contact information and property owner authorization to submit an application (attached)

Project Address (include suite #): _____

Existing Uses: _____

Proposed Uses: _____

Plans: per Precise Plan of Design Checklist (attached)

Residential Dwelling Unit Count:

Unit Type	Number of Unit(s)
Market Rate	
Managers	
Extremely Low Income	
Very Low Income	
Low Income	
Moderate Income	
Total No. of Units	
Total No. of Affordable Units	
Total No. of Density Bonus Units	

Floor Area:

	Residential	Nonresidential	Total
Floor Area (Zoning)			
Square Footage of Construction			
Parking			

List Density Bonus incentives, waivers, concessions, or parking reductions pursuant to Government Code § 65915:

Existing Site Conditions:

	Occupied Residential Units	Unoccupied Residential Units	Total Residential Units
Existing			
To Be Demolished			

Additional Site Conditions:

1. A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection, pursuant to Government Code § 51178? Yes No
2. Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 60 FW 2 (June 21, 1993)? Yes No
3. A hazardous waste site that is listed pursuant to Government Code § 65962.5, or a hazardous water site designated by the Department of Toxic Substances Control pursuant to Government Code § 25356 of the Health and Safety Code? Yes No
4. A special flood hazard area subject to inundation by the 1% annual chance flood (100-year flood) as determined by any official maps published by the Federal Emergency Management Agency? Yes No
5. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with § 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with § 8875) of Division 1 of Title 2? Yes No
6. A stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with § 1600) of Division 2 of the Fish and Game Code? Provide description if yes. Yes No
7. Point sources of air and water pollutants? Provide description if yes. Yes No
8. Project site contains historic and/or cultural resources? Provide description if yes. Yes No
9. Project site contains any species of special concern. Provide description if yes. Yes No
10. Project site contains any recorded public easement, such as easements for storm drains, water lines, and other public right-of-way. Provide description if yes. Yes No
11. Project contains a stream or other resources that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with § 1600) of Division of the Fish and Game Code? Provide an aerial site photograph showing existing site conditions of environmental site features that would be subject to regulations by a public agency, include creeks and wetlands. Provide description if yes. Yes No

I certify that the foregoing statements and information are true and that any submittal material, statements, or plan designs are correct to the best of my knowledge. I acknowledge and accept the following statements regarding the processing and review of applications by the City staff, various Commissions, and City Council:

NO MEMBER OF THE CITY STAFF IS AUTHORIZED TO MAKE ANY PROMISES, GUARANTEES, OR SIMILAR STATEMENTS REGARDING ANY APPLICATION THAT REQUIRES THE DISCRETIONARY REVIEW OF THE VARIOUS COMMISSIONS, AND / OR CITY COUNCIL.

No work on the project may commence until after the decision authorizing the project becomes final. For cases heard by the various Commissions, decisions are final on the 11th (eleventh) day after the commission renders its decision.

Property Owner's Signature (REQUIRED): _____ Date: _____
Applicant's Signature: _____ Date: _____
Print Name: _____ Title: _____

FOR STAFF USE ONLY

Case No(s): _____ By: _____ Date Received: _____