



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@cityofbishop.com
www.cityofbishop.com

Request for Proposals Downtown Specific Plan and Mixed-Use Zoning Code Update

Introduction

The City of Bishop (the City) seeks proposals in response to this Request for Proposals (RFP) from firms experienced and qualified in land use planning, urban design, infrastructure assessment, data collection and analysis, public engagement, and environmental assessment to develop a Downtown Specific Plan and Mixed-Use Zoning District. The City envisions the Specific Plan update process as something other than the "typical" planning process, and would like to propose a process that not only engages the community in planning for the future, but one that paints a broad picture of where the city is today-and where it has been in the past.

Bishop is located in the scenic Owens Valley, nestled between the eastern escarpment of the Sierra Nevada mountains to the west and the equally impressive White Mountains to the east. Bishop is a year-round recreation destination for outdoor enthusiasts, providing opportunities for hiking, mountaineering, fishing, hunting, off-roading, bird watching, and myriad other activities. Notably, Bishop has become a popular destination for rock climbing, and is located a short 45-minute drive from the ski slopes of Mammoth Mountain. Bishop is known as "Mule Capital of the World," for its annual Memorial Day event celebrating the area's historic reliance on mules to build mining, road, and hydroelectric infrastructure, and the popularity of mule packing in the High Sierra.

The Owens Valley is the homeland of the Paiute Native Americans, who lived in semi-permanent camps, and developed elaborate irrigation systems in the fertile valley. Non-native prospectors and ranchers settled the Bishop area around 1860, establishing Bishop as a ranching community to support nearby gold and silver mining communities, such as Bodie and Cerro Gordo. In the early 1900s, much of the land surrounding and within Bishop was purchased by the City of Los Angeles Department of Water and Power to secure water rights for City of Los Angeles. Today, the City of Los Angeles continues to own and operate these lands to provide water to Los Angeles, which has had lasting effects on land use and economic development within the City.

While the DWP land ownership presents a challenge for development, it is also a feature that attracts people to Bishop in the first place: wide open areas of land and assurance that Bishop won't become a sprawling city with an ever-expanding footprint.

Bishop has transitioned to become one of the “Top 25 Best Towns to Call Home” (Outdoor Magazine, 2017), and the community is eager to develop a guiding vision to ensure Bishop maintains its small-town, family oriented community character, while fulfilling its potential as a thriving and beautiful community.

Purpose

Through the City’s economic development planning process, the City Council identified a priority goal of creating a vibrant, authentic and pedestrian-friendly downtown that becomes a destination for residents and tourists. Initiatives to achieve this goals include updating the municipal code to increase density, allowing for mixed-use, creating pedestrian improvements, and securing regional commercial air service to the Bishop Airport (anticipated in 2020). The City Council has determined creating a Downtown Specific Plan and Mixed-use Zoning Overlay (“project”) that includes needed and desirable assets, identification of existing infrastructure and uses, and discovery of potential uses and obstacles is critical to achieving this vision. The desire is to create a sustainable plan that recognizes the existing successful nature of downtown and incorporates innovative and creative initiatives through intensive stakeholder and community input. This plan will be used as a guide in developing future capital projects, in reviewing and applying for grant applications, and in directing development activities.

The project is being funded through two distinct grant opportunities: 1) A Caltrans Sustainable Communities Grant, and 2) A Housing and Community Development SB 2 Grant. The Caltrans Sustainable Communities Grant will fund work and deliverables related to the Mixed-Use Zoning Overlay, while the SB2 Grant will fund work and deliverables related to the Downtown Specific Plan and California Environmental Quality Act (CEQA) analysis as required. The objectives and focus of the Caltrans Sustainable Communities grant are to increase active transportation and transit use, reduce greenhouse emissions, and improve vehicle, freight, and pedestrian circulation on Bishop’s main corridors, specifically Highway 395 and Highway 168, by allowing for residential development in proximity to goods and services. The objectives and focus of the SB2 Grant are to identify opportunities to increase housing production through zoning changes and other policy instruments to allow for increased housing development by-right. The City anticipates that cost efficiencies will be gained during public outreach and existing conditions analysis tasks, though public outreach efforts for the mixed-use overlay and specific plan should be invoiced separately. The SB2 grant also provides funding for CEQA analysis as determined appropriate for the project.

The mixed-use overlay will identify the appropriate development standards to accommodate a variety of new housing types within an already developed commercial area. The mixed-use overlay should determine appropriate development and design standards to facilitate new and adaptive reuse residential, including appropriate heights, setbacks, parking, and circulation improvements, within the mixed-use district. The Specific Plan will explore all elements of a Specific Plan including, but not limited to, land use relationships, opportunities for development and redevelopment, programing of

public space, landscaping, transportation, infrastructure and streetscape, cultural and historical resources, and opportunities for public art. The first phase of the project should focus on refining the scope by soliciting community input, developing a vision for downtown Bishop, determining plan boundaries, gathering information and assessing current conditions. The second phase should focus on developing a mixed-use overlay and specific plan alternatives, soliciting input on the draft alternatives and considering comments received on the first draft in potentially revising the plan based on those comments.

The City's goals for the downtown Specific Plan and mixed-use overlay are to:

1. Allow for and encourage a broader mix of uses, while respecting the historic, small-town character of the community and creating a vibrant, pedestrian friendly environment;
2. Establish clear, quantitative standards to ensure that future development that occurs within Downtown is consistent with the community's vision;
3. Reduce vehicle trips and trip duration by encouraging better locational efficiency between trip origin and trip destination.
4. Reduce GHG emissions and pollution through zoning changes that reduce reliance on motorized vehicles and supporting active transportation modes.
5. Create new, affordable mixed-use housing options to support more sustainable community development and provide housing options for communities.
6. Ensure adequate and efficient infrastructure to support existing and future development;
7. Preserve natural and working landscapes around the Bishop community.
8. Encourage economic development and incentivize investment in infill development.
9. Prepare for community and economic development impacts associated with commercial regional air service to the Bishop airport.

Community Outreach

Public meetings and workshops will be held at key points throughout the process to inform and engage the community. Materials should be "user-friendly" and highly graphic in nature and will attempt to interact with citizens by posing questions for consideration and having them draw or otherwise illustrate their responses on maps or other props. In other instances, where community outreach is more targeted at the distribution of a defined set of information, setting up tables or other displays in "non-traditional" settings, such as the Farmer's Market, the Tri-County Fair, "Pop up Shops" within vacant storefronts, or other locations or events likely to attract large crowds should be considered as a means of reaching out to a broader segment of the community.

A dedicated project web site should be created to serve as a clearinghouse for information about the Plan. The website should be accessible at the onset of the project and will continue to evolve and grow, allowing citizens to "track" and participate in the

planning process from the comfort of their homes. The project website should be designed to draw visitors in and hopefully encourage them to return on a regular basis. In order to do this, each work product that comes out of the process should be translated into an interactive "page" on the website and will include maps, images, or text providing links to other products, web pages, or other information as appropriate. The website should also include opportunities for the community to provide direct feedback on the plan or pose specific questions, allow for interested residents to be directly notified of upcoming events, and access printable project materials.

Scope of Work

The Consultant will be responsible for providing a response which meets the direction provided in this request for proposal. The City of Bishop desires this to be an interactive process that directly involves key representatives, stakeholders, property and business owners, and the community-at-large as a team in outlining an implementation strategy and identifying the priorities for which all participants can feel a strong commitment and a sense of ownership. The Consultant must serve as the ambassador/liaison between the community and stakeholders to work toward sound solutions to real needs.

A well-developed and feasible implementation plan is vital to the successful revitalization of the downtown Bishop. It should identify priorities, timelines, potential funding sources, strategies and tactics to successfully market and implement the elements of the mixed-use code update and the Downtown Specific Plan.

Task 1 - Existing Conditions, Opportunities, and Constraints Analysis

The purpose of this task is to explore existing conditions, identify project area boundaries, determine potential constraints and opportunities, and conduct public outreach designed to connect with the community to inform a mixed-use overlay policy. This process will help inform the desired components of a mixed-use overlay and downtown specific plan, opportunities for achieving the vision of the community, and how implementation of a mixed-use district will be most successful in achieving project goals of increased housing, reduced vehicle congestion, and increased transit and active transportation use. This task will include community outreach, stakeholder meetings, and opportunities and constraints of existing conditions analysis.

Task 1.1 Existing Conditions Analysis

The consultant will research the various available reports, data, and existing City land use policies to begin informing a downtown Specific Plan and mixed-use zoning policy. The goal is to develop a "snapshot" of where City has been, where it is today, and where current trends are taking it. Tasks will include reviewing and analyzing background data; preparing inventory mapping of existing conditions and planning influences; identifying trends and previous accomplishments that have contributed to and will continue to influence Bishop's future; and identifying other issues to be addressed during the planning process.

The consultant will review existing plans and policy documents, and provide a brief summary of the pertinent policies from existing General Plan elements and other relevant documents that provide a context for the development of the downtown Specific Plan and mixed use overlay district. The consultant will work with City staff to identify relevant documents, studies and supporting data sources related to economic development. The consultant will inventory and review these documents, including but not limited to the City of Bishop General Plan, the City of Bishop Zoning Ordinance, and the 2017 Sustainable Strategies Action Memo. The consultant should also be familiar with the community input provided at the 2016, 2017 and 2018 community town hall meetings. Public outreach for the project should clearly demonstrate how this process builds upon previous public engagement, and will provide tangible progress and specific tactics towards establishing and implementing the community's vision.

Working closely with City staff, the consultant will prepare an inventory of data needed to complete the planning process. This is anticipated to include the following:

- Vacant, underutilized, and developed lands;
- Existing Land Use and ownership patterns;
- Zoning and current General Plan designations;
- Infrastructure and Services (water, sanitary sewer, storm drainage, police, fire and emergency services, schools);
- Parks, Recreation, and Open Space;
- Transportation (Streets, transit, commercial and residential delivery, parking, trails and bikeways);
- Existing community character;
- Retail and residential inventory.

Task 1.2 Stakeholder Advisory Committee

The City will work with the consultant to identify interested stakeholders to explain the project and solicit input from the community on appropriate project boundaries, opportunities and constraints, and existing conditions. The City will work with the consultants to meet with Stakeholders on an informal basis throughout the planning process. These meetings are anticipated to occur during each of the three primary phases of the development of the project. Participants should include stakeholders that will be partners to the City in implementing the project. While this is not intended as an exhaustive list, the following stakeholder groups have been identified:

- Local/Neighborhood organizations
- Affected business and property owners
- Chamber of Commerce
- Bishop Paiute Tribe
- Latino community groups
- Eastern Sierra Transit Authority
- Inyo County Planning Commission and Board of Supervisors
- Caltrans

- IMACA
- Healthcare providers
- School Districts

Task 1.3 Community Outreach and Charrette

The City and the consultant will collaborate to hold a public outreach meeting to explain the project and solicit input from the community on appropriate project boundaries, opportunities and constraints, existing conditions, existing downtown urban design and community character, and visioning and goals for a downtown Specific Plan and mixed-use overlay district. As appropriate, the workshop should incorporate charrette-format opportunities to identify specific input on project boundaries, opportunities for pedestrian and circulation improvements, parking conditions, freight delivery, streetscaping, and other civic enhancements. Public workshops should seek to include input from different audiences and a broad sample of community members.

Task 1. 4 Opportunities and Constraints Memorandum

Based on the previous tasks, the consultant will develop an memorandum of existing conditions, opportunities and constraints pertinent to the downtown Specific Plan and mixed-use overlay, including analysis of existing zoning and land use designations, infrastructure and service capacity, environmental considerations, an inventory of significant structures in downtown, vacant parcels and opportunities for adaptive reuse, existing urban density and other issues.

Task 1.5 Mixed-Use Zoning Code Alternatives

Based on the public input and existing conditions/opportunities & constraints completed in Task 1, the consultant will provide mixed-use overlay concepts and alternatives to begin soliciting public input including:

- Various approaches to appropriate zone boundaries;
- Appropriate setbacks, heights and densities for mixed-use development and adaptive reuse;
- Traffic and parking capacity;
- Circulation and pedestrian amenities supporting complete streets improvements and active transportation;
- Transit infrastructure improvements;
- Mobility improvements addressing Highway 168 and Highway 395;
- Infrastructure and services capacity;
- Environmental conditions and constraints, and;
- Potential growth capacity scenarios.

This task should also include analysis of successful mixed-use case studies from other communities.

Task 1.6 Draft Downtown Specific Plan Concepts

Based on the public input and existing conditions/opportunities & constraints completed in Task 1, the consultant shall prepare draft downtown specific plan concepts designed to encourage and guide residential, commercial, and mixed-use developments, which should include the following:

- Inventory of available land for mixed-use and residential development;
- Objective design standards, including architectural and signage guidelines;
- Circulation and pedestrian amenities supporting complete streets improvements and active transportation;
- Appropriate parking standards,
- Urban design and placemaking elements, such as gateways, districts, nodes, paths, and landmarks;
- Landscaping and screening guidelines;
- Community amenities such as outdoor gathering space and public art components.

Task 1.7 Community Workshops

Based on the previous tasks, the City and consultant will conduct workshops with members of the community and interested stakeholders to review the draft specific plan and mixed-use overlay zone concepts and alternatives, and to provide feedback in order to move forward with the draft policy development. The consultant will summarize the results of the workshops in a report.

Task 2 - Draft Mixed-Use Overlay Zone Ordinance and Downtown Specific Plan

Task 2.1 Draft Mixed-Use Overlay Zone Ordinance

The consultant will develop a Draft Mixed-Use Overlay Zone Ordinance for public review by the City, the community, and other interested stakeholders. The draft mixed-use overlay shall include appropriate boundaries for implementation, development and building envelope standards, appropriate parking requirements, permitted and prohibited uses, and allowable conditional use criteria (if appropriate). An administrative draft shall be reviewed and approved by City staff prior to releasing a draft for public review and feedback.

Task 2.2 Draft Downtown Specific Plan

Based on feedback received on downtown Specific Plan concepts and alternatives, the consultants will develop a draft Downtown Specific Plan, which shall include policies for architectural and development standards, placemaking concepts, recommendations for streetscaping, pedestrian and vehicular improvements, and other elements supporting housing and mixed-use development. The draft specific plan shall also include specific recommendations for downtown improvements, such as outdoor gathering spaces, community amenities, and circulation improvements. Specific recommendations should

include site plans and artistic renderings, as appropriate. The draft should include a clear implementation component which includes both a project priority list and funding resources. Finally, the Draft Specific Plan should include a site inventory for increased housing capacity, reflecting the mixed-use zoning overlay and specific plan proposals. An administrative draft shall be reviewed and approved by City staff prior to releasing a draft for public review and feedback.

Task 2.3 Community Workshops

The City and its consultant will conduct community workshops to present the draft downtown specific plan and draft mixed-use overlay zone to the community and stakeholders, and solicit input on the draft update. Public outreach will include targeted outreach to communities, on-site tours, input gathering at public venues, and development of visual presentation materials.

Task 2.4 City Council and Planning Commission Presentations

The City and its consultants will present the draft downtown Specific Plan and draft mixed-use zoning code update to the Bishop Planning Commission and the Bishop City Council and request input and feedback. Planning Commission and City Council presentations should also include an educational training component on the new code and specific plan, how the plans fit within the larger context of other City policies, and how to use the code and plan as tools to implement the community's vision.

Task 3 – Final Downtown Specific Plan and Mixed-Use Overlay Zone Ordinance

Task 3.1 Final Mixed-Use Overlay Zone Ordinance

Based on feedback received on the draft mixed-use code, the consultants will develop a final mixed-use code, which shall be reviewed and approved by City staff prior to presentation to the Planning Commission and City Council for adoption.

Task 3.2 Final Downtown Specific Plan

Based on feedback received on the draft downtown Specific Plan, the consultants will develop a final downtown Specific Plan, which shall be reviewed and approved by City staff prior to presentation to the Planning Commission and City Council for adoption. The final specific plan shall also include an implementation plan, which identifies specific, tangible actions the City can take to implement the plan, potential obstacles to achieving the plan, and approximate costs and funding sources for each action. Finally, the Specific Plan should include a site inventory for increased housing capacity, reflecting the mixed-use zoning overlay and specific plan proposals.

Task 3.3 City Council and Planning Commission Presentations

The City and its consultants will present the final downtown Specific Plan and mixed-use zoning code to the Bishop Planning Commission and the Bishop City Council for consideration and adoption.

Task 4 California Environmental Quality Act Compliance

The CEQA Consulting Services to be provided pursuant to this RFP for the project shall include all of the tasks described below, as are necessary for the extent of environmental review deemed appropriate for the project by the Initial Study. The scope of CEQA analysis will be dependent on the level of environmental review required to adopt the Mixed Use Zoning Overlay and the Downtown Specific Plan:

- a. Preparation of all required CEQA documentation in accordance with CEQA as appropriate for the scope of the project, including, but not limited to: Initial Studies, Appropriate Environmental Review documentation (Notice of Exemption, Negative Declaration, Mitigated Negative Declaration or Environmental Impact Report), Notices of Preparation, Notices of Completion, Responses to Comments, Mitigation Monitoring Plans, Final Supplemental Environmental Impact Reports, Findings of Fact, and Statements of Overriding Considerations, if required.
- b. Consultation with the public in scoping sessions and with responsible and other agencies, if required.
- c. Coordination and attendance at public hearings, if required.
- d. Tribal Consultation pursuant to AB 52.
- e. Presentation of Executive Summary of CEQA documents at public hearings, if required.
- f. Coordination with and supervision of specialists in traffic, biology, and other areas as appropriate.
- g. Advice on CEQA procedure and substantive issues, including feasibility of specific mitigation measures.
- h. Assembly and preparation of appropriate responses to comments.
- i. Supervision of any Sub-Contractors hired by firm submitting this proposal.

All work to be performed under any awarded contract must conform to CEQA, the CEQA guidelines, and all other applicable statutes, laws and all governmental agencies with jurisdiction over the Project.

Submittal and Schedule

Any questions concerning the proposal should be directed to Elaine Kabala by phone at (760) 873-8458 or ekabala@cityofbishop.com. Please submit any questions by January 31, 2019.

1. Submit all required materials as detailed in the Proposal Requirements section on the following pages. Include three (3) copies of each, and a disc or flash-drive containing an electronic copy. Fee Proposals must be sealed in a separate envelope.

2. Submit proposal no later than February 14, 2020 at 3:00PM in a sealed package clearly marked as indicated:

COMPANY/FIRM NAME "PROPOSAL TO PREPARE DOWNTOWN SPECIFIC PLAN AND MIXED USE OVERLAY FOR BISHOP, CALIFORNIA"

3. Proposal shall be submitted to:

Planning and Economic Development Department
City of Bishop
377 West Line Street
Bishop, CA 93514

4. The following schedule has been established:

1. Advertise for request for proposals – January 3, 2019
2. Questions and answer period deadline – January 31, 2020
3. Request for proposal submittal deadline – February 14, 2020
4. Selection by City of Bishop – February 28, 2020
5. Award of Contract - March 23, 2020

Proposal Requirements

- Letter of Interest – Cover letter indicating interest in the project and identifying the firm's ability to provide services needed.
- Introduction – A brief description of the firm including the number of years the firm has been in existence, range of professional services, office locations, and staff size.
- Work Program – In the project overview, describe the general project approach and process to be employed, describe the proposed project schedule including timeline of major milestones, deliverables, and completion.
- Experience and Qualifications – A brief description of the firm's prior work relevant to this RFP including the name, address, and phone number of client references and the primary contact persons.
- Consultant Personnel – Identify individuals from the firm's professionals and any sub-contractors who will work on the project along with a brief summary of the individual(s) and their experience.

- List of Clients and Previous Projects – Provide a list of comparable clients and projects examples for which similar services have been provided in addition to contact information. Include demonstration of familiarity with California planning laws and policies.
- Timeframe Flow Chart – Submit a flow chart with estimated project timeframe for meeting important project targets.
- Estimated Costs – The project budget for this plan is \$386,637. The Caltrans Sustainable Communities Grant provides \$226,637 in funding, with a \$29,363 local match provided by in-kind City of Bishop staff labor. These funds may only be used for tasks directly related to development of the mixed-use overlay (including existing conditions analysis, public workshops, and limited travel). Travel costs are subject to Caltrans per diem and hotel rates. The Housing and Community Development SB2 Grant funds the remaining \$160,000 for preparation of Specific Plan elements and environmental review to the extent required.

Submit cost estimates for overall completion. Cost proposals shall be included in a separate sealed package. Final terms may be modified in response to State of California grant requirements.

Evaluation Criteria

Proposals will be reviewed by the City of Bishop City Council, City Administrator, and Planning and Economic Development Department. The City of Bishop reserves the right to request additional information from firms submitting proposals.

The criteria that will be considered in evaluation of the proposals will include:

1. Capabilities and previous experience in comparable projects and specialized experience and technical competence of the consultant.
2. The firm's general approach to the project. Although the City has identified the general nature of services required, the consultant is given leeway toward the approach to the methodology to provide the proposed services.
3. Past record of performance on projects with other governmental agencies including such factors as quality of work, cost control, and demonstrated ability to meet scheduled deadlines.
4. Capacity of the candidate to perform the work in a timely manner and affirmatively respond to the inquiries and schedule of the City and dedicate the appropriate personnel as the schedule dictates.
5. Qualifications of individuals who will have direct involvement in tasks on this project.
6. Cost proposal.

Attachments:

- A) Caltrans Sustainable Communities Grant Application
- B) SB 2 Planning Grant Application

Scope of Work Checklist

The Scope of Work is the official description of the work that is to be completed during the contract. **The Scope of Work must be consistent with the Project Timeline. Applications with missing components will be at a competitive disadvantage.** Please use this checklist to make sure your Scope of Work is complete.

The Scope of Work must:

- Use the Fiscal Year 2019-20 template provided and in Microsoft Word format
- List all tasks and sub-tasks using the same title as stated in the project timeline
- Include the activities discussed in the grant application
- Include task and sub-task numbers in accurate and proper sequencing; consistent with the project timeline
- List the responsible party for each task and subtask and ensure that it is consistent with the project timeline (i.e. applicant, sub-applicant, or consultant)
- Include a thorough Introduction to describe relevant background, related planning efforts, the project and project area demographics, including a description of the disadvantaged community involved with the project, if applicable
- Include a thorough and accurate narrative description of each task and sub-task
- Include a task for a kick-off meeting with Caltrans at the start of the grant
- Include a task for procurement of consultants, if consultants are needed
- Include a task for invoicing
- Include a task for quarterly reporting to Caltrans
- Include detailed public participation and services to diverse communities
- Include project implementation/next steps
- List the project deliverable for each task in a table following each task and ensure that it is consistent with the project timeline
- EXCLUDE environmental, complex design, engineering work, and other ineligible activities

SCOPE OF WORK: City of Bishop Mixed-Use Overlay Zone Update

INTRODUCTION: The proposed project would create a mixed-use overlay district update to the City of Bishop Municipal Code to allow for new, sustainable housing options within the commercial core of the region, increasing participation in active transportation and transit, and reducing car trips and GHG emissions. A mixed-use district will create a better and more sustainable balance of housing to goods and services, encourage active transportation and transit use, create additional housing opportunities, spur economic development and investment, and preserve working and natural landscapes surrounding the community. Implementation of the mixed-use overlay will include comprehensive analysis of opportunities and constraints, identification of appropriate boundaries for a mixed use district, public workshops to gather input from stakeholders and community members, creation of policies to address opportunities and constraints, and development of a zoning ordinance ready for adoption to create a mixed-use overlay district.

This project builds on several previous planning efforts undertaken by the City of Bishop within the past five years, including the 2015 Economic Development Element update to the City General Plan, the 2017 Environmental Protection Agency's Sustainable Communities Action Plan for the City of Bishop, and multiple public workshops undertaken by the City of Bishop in 2017 and 2018 to identify community priorities for downtown revitalization, housing needs, and reducing excess vacant real estate. Each of the plans and public outreach efforts concluded that mixed-use development is a vital strategy to addressing the long-term sustainable growth of Bishop, reflecting the community's values for a vibrant downtown and preserved natural and working landscapes surrounding the community. Mixed-use zoning (co-mingled commercial and residential use) is not currently allowed by the Bishop Municipal Code.

RESPONSIBLE PARTIES: The City of Bishop may procure a consulting firm to assist in this work. A consulting firm has not yet been selected, and the proper procurement procedures will be used through a competitive Request for Proposal (RFP) process. It is anticipated that a consultant can be procured to complete the scope of work within the identified budget.

OVERALL PROJECT OBJECTIVES:

- Reduce vehicle trips and trip duration by encouraging better locational efficiency between trip origin and trip destination.
- Reduce GHG emissions and pollution through zoning changes that reduce reliance on motorized vehicles and supporting active transportation modes.
- Create new, affordable mixed-use housing options to support more sustainable community development and provide housing options for disadvantaged communities.
- Preserve natural and working landscapes around the Bishop community.
- Encourage economic development and incentivize investment in infill development.

1. Project Initiation

This task includes development of a Request for Proposals (RFP) to procure a qualified consultant with expertise in development of mixed-use zoning code updates and a project kick-off with the City, Caltrans' district staff, and the City's consultant, if possible.

Attachment A

Task 1.1 Procure Consultants

The City of Bishop will develop an RFP to procure a consultant to prepare the background study, including public outreach, and develop a mixed-use zoning code update with assistance from City staff. The RFP will be issued according to City procedures and a consultant will be selected to complete the scope of work.

Task 1.2 Project Kick-off

The City of Bishop and its consultant will conduct a project kick-off meeting with Caltrans staff to discuss grant procedures and project expectations.

- **Responsible Party: City of Bishop**

Task	Deliverable
1.1	<i>RFP, Draft Contract, City Council Staff Report, Finalized Contract</i>
1.2	<i>Meeting Minutes</i>

2. Existing Conditions, Opportunities, and Constraints Analysis

The purpose of this task is to explore existing conditions, identify project area boundaries, determine potential constraints and opportunities, and conduct public outreach designed to connect with the disadvantaged community to inform a mixed-use overlay policy. This process will help inform how implementation of a mixed-use district will be most successful in achieving project goals of increased housing and active transportation and reduced vehicle congestion.

Monthly project team meetings will be coordinated with consultants, to ensure communication on upcoming tasks and to keep the project on time and within budget. Caltrans staff will be invited to the project team meetings. Due to the remoteness of Bishop, Consultants will be required to travel for site visits, public outreach workshops, presentations to the Planning Commission and City Council, and meetings with City staff. Consultants will likely need to stay overnight to accommodate attending these meetings. Travel expenses and per diem rates are not to exceed the rate specified by the State of California Department of Human Resources for similar employees.

Task 2.1 Community Outreach

The City and the consultant will hold an initial public outreach meeting to explain the project and solicit input from the community and Bishop Paiute Tribe on appropriate project boundaries, opportunities and constraints, existing conditions, and goals for a mixed-use district. Public outreach will include targeted outreach to disadvantaged communities, on-site tours, input gathering at public venues, and development of visual presentation materials.

Task 2.2 Stakeholder Interviews

The City will work with the consultant to identify interested stakeholders to explain the project and solicit input from the community on appropriate project boundaries, opportunities and constraints, and existing conditions.

Attachment A

Task 2.3 Preliminary Research

The consultant will research the various available reports, data, and existing City land use policies to begin informing a mixed-use zoning policy. The results will be summarized in a report that will be shared with the City, in draft form for input, prior to finalizing.

Task 2.4 Opportunities/Constraints Memorandum

The consultant will prepare an opportunities and constraints memorandum based on the preliminary research and stakeholder interviews. The memo will be shared with the City, in draft form for input, prior to finalizing.

Task 2.5 Mixed-Use Zoning Code Alternatives Memorandum

Based on the previous tasks, the consultant will develop various mixed-use overlay concepts and alternatives to begin soliciting input regarding various approaches to zone boundaries, density, mixed-use case studies, traffic and parking solutions, and potential build-out scenarios. The memo will be shared with the City, in draft form for input, prior to finalizing.

Task 2.6 Community Workshops

Based on the previous tasks, the City and consultant will conduct workshops with members of the community and interested stakeholders to review the mixed-use overlay zone, and to provide further goals in order to move forward with the draft policy development. The consultant will summarize the results of the workshops in a report.

- **Responsible Party: City of Bishop/Consultants**

Task	Deliverable
2.1	<i>Community attendee sign-in sheet, Summary Report</i>
2.2	<i>Stakeholder List, Summary Report</i>
2.3	<i>Existing Conditions Memo</i>
2.4	<i>Opportunities and Constraints Memo</i>
2.5	<i>Mixed-Use Zoning Code Alternatives Memo</i>
2.6	<i>Community attendee sign-in sheet, Summary Report</i>

3. Draft Mixed-Use Overlay Zone Ordinance

The purpose of this task is to develop a draft mixed-use overlay zoning code update to the Bishop Municipal Code for public review. Monthly project team meetings will be coordinated with consultants, to ensure communication on upcoming tasks and to keep the project on time and within budget. Caltrans staff will be invited to the project team meetings. Due to the remoteness of Bishop, Consultants will be required to travel for site visits, public outreach workshops, presentations to the Planning Commission and City Council, and meetings with City staff. Consultants will likely need to stay overnight to accommodate attending these meetings. Travel expenses and per diem rates are not to exceed the rate specified by the State of California Department of Human Resources for similar employees.

Attachment A

Task 3.1 Administrative Draft Mixed-Use Overlay Zone Ordinance

The consultant will develop an Administrative Draft Mixed-Use Overlay Zone Ordinance for review by City staff.

Task 3.2 Draft Mixed-Use Overlay Zone Ordinance

The consultant will develop a Draft Mixed-Use Overlay Zone Ordinance for public review by the City, the community, and other interested stakeholders.

Task 3.3 Community Workshops

The City and its consultant will conduct community workshops to present the draft mixed-use overlay zone to the community and stakeholders and solicit input on the draft update. Public outreach will include targeted outreach to disadvantaged communities, on-site tours, input gathering at public venues, and development of visual presentation materials.

Task 3.4 City Council and Planning Commission Presentations

The City and its consultants will present the draft mixed-use zoning code update to the Bishop Planning Commission and the Bishop City Council and request input and feedback.

- **Responsible Party: City of Bishop/Consultants**

Task	Deliverable
3.1	<i>First Administrative Draft Mixed-Use Zoning Code Update</i>
3.2	<i>Public Draft Mixed-Use Zoning Code Update</i>
3.3	<i>Attendee Sign-in Sheet, Meeting Materials, Summary Report</i>
3.4	<i>Staff Reports, Summary Report</i>

4. Final Mixed-Use Overlay Zone Ordinance

The purpose of this task is to develop a final Mixed-Use Overlay Zone Ordinance. Monthly project team meetings will be coordinated with consultants, to ensure communication on upcoming tasks and to keep the project on time and within budget. Caltrans staff will be invited to the project team meetings. Due to the remoteness of Bishop, Consultants will be required to travel for site visits, public outreach workshops, presentations to the Planning Commission and City Council, and meetings with City staff.

Consultants will likely need to stay overnight to accommodate attending these meetings. Travel expenses and per diem rates are not to exceed the rate specified by the State of California Department of Human Resources for similar employees.

Task 4.1 Administrative Final Mixed-Use Overlay Zone Ordinance

The consultant will develop an Administrative Final Mixed-Use Overlay Zone Ordinance for review by City staff, including an implementation strategy for adoption.

Task 4.2 Public Final Mixed-Use Overlay Zone Ordinance

The consultant will develop a Final Mixed-Use Overlay Zone Ordinance for public comment, including an implementation strategy for adoption.

Task 4.3 City Council and Planning Commission Presentations

The City and its consultants will present the final mixed-use zoning code to the Bishop Planning Commission and the Bishop City Council and request input and feedback.

Task 4.4 Final Mixed-Use Overlay Zone Update Ordinance

The consultants will finalize the Mixed-Use Overlay Zone Ordinance so that is ready for implementation.

- **Responsible Party: City of Bishop/Consultants**

Task	Deliverable
4.1	<i>Administrative Final Mixed-Use Zoning Code Ordinance</i>
4.2	<i>Public Final Mixed-Use Zoning Code Ordinance</i>
4.3	<i>City Council/Planning Commission Presentations</i>
4.4	<i>Final Mixed-Use Zoning Code Ordinance</i>

5. Invoicing and Reporting

The purpose of this task is to prepare and submit required invoices and progress reports.

Task 5.1 Invoicing and Reporting

Invoicing and reporting will occur at least quarterly, per Caltrans' requirements.

- **Responsible Party: City of Bishop/Consultants**

Task	Deliverable
5.1	<i>Invoices, Required Reports</i>

SB 2 Planning Grants Program Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>

Email: sb2planninggrant@hcd.ca.gov

March 28, 2019

Revised July 10, 2019

Attachment B
SB 2 Planning Grants Application

Planning Grants Program Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Planning Grants Program (PGP) provisions of SB 2 (Chapter 364, Statutes of 2017). The PGP program is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. Please refer to the SB 2 Planning Grants Program Guidelines and Notice of Funding Availability (NOFA) for detailed information on eligible activities, applicants, and awards. If you have questions regarding this application or the PGP, email sb2planninggrant@hcd.ca.gov.

If approved for funding, this grant application will be a part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

Pursuant to Section X of the NOFA, all applicants must submit a complete, signed, original application package and an electronic copy on CD or USB flash drive containing the following documentation, in the order listed below, to the Department by the specified due date in the Notice of Funding Availability (NOFA) in order to be considered for award:

- 1) A complete, signed, original application (the Department will only accept this **fillable pdf** as the application) with the following attachments:
 - a. **Attachment 1: State and Other Planning Priorities** (All applicants must submit this form to self-certify compliance)
 - b. **Attachment 2: Nexus to Accelerating Housing Production - NOTE:** if the applicant is proposing only Priority Policy Areas (PPA), as defined in section VIII, subsection (3) of the NOFA, do not fill out Attachment 2. However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.
- 2) A fully executed resolution authorizing application for, and receipt of, PGP funds (see Attachment 3: Sample Resolution).
- 3) A fully executed Government Agency Taxpayer ID Form (available as a download from the SB 2 Planning Grants webpage at <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>).
- 4) If the applicant is partnering with another local government or other entity pursuant to Article II, Section 200 of the SB 2 Planning Grant Program Guidelines (the "Guidelines"), include a copy of the legally binding agreement.
- 5) Other documentation (e.g., letters of support, scope of work, etc.) if needed.

NOTE: All local governments must submit a separate, signed application package, notwithstanding whether it will partner with another form of government or entity. Only one application per locality will be accepted by the Department. Joint applications are not allowed.

SB 2 Planning Grants Application

A. Applicant Information

Pursuant to Article II, Section 200 of the Guidelines, local governments may partner through legally binding agreements with other forms of governments or entities. However, all local governments must submit separate, signed application packages that identify their respective responsibilities and deliverables, even if partnering with other entities.

Is the applicant partnering with another eligible local government entity?		
<input type="checkbox"/>	*Yes	*If Yes, the application package must include a fully executed copy of the legally binding agreement. Provide the partners' name(s) and type(s) below for reference only.
<input checked="" type="checkbox"/>	No	

Complete the following Applicant information			
Applicant's Name		City of Bishop	
Applicant's Agency Type		City	
Applicant's Mailing Address		377 West Line Street	
City		Bishop	
State	California	Zip Code	93514
County		Inyo	
Website		www.cityofbishop.com	
Authorized Representative Name		Robin Picken	
Authorized Representative Title		City Administrator	
Phone	760-873-5863	Fax	n/a
Email	rpicken@cityofbishop.com		
Contact Person Name		Elaine Kabala	
Contact Person Title		City Planner	
Phone	760-873-8458	Fax	n/a
Email	ekabala@cityofbishop.com		
Partner(s) Name (if applicable)		n/a	
Partner Agency Type			
Partner(s) Name (if applicable)		n/a	
Partner Agency Type			
Proposed Grant Amount	\$	160,000	

B. Applicant Certification

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Planning Grants Program (PGP), the City Administrator assumes the responsibilities specified in the 2019 Notice of Funding Availability and PGP guidelines, and certifies that the information, statements, and other contents contained in this application are true and correct.

Signature: _____ Name: Robin Picken

Date: 8/30/19 Title: City Administrator

Attachment B
SB 2 Planning Grants Application

C. Threshold Requirements

Pursuant to Section 201(a) through (d) of the Guidelines, all applicants must meet the following threshold criteria in items 1-4 below to be eligible for an award.

1. Does the applicant have an adopted housing element found to be in substantial compliance by the Department on or before the date of the applicant's submission of their SB 2 Planning Grant application?	
<input checked="" type="checkbox"/>	Yes Date of HCD Review Letter: 12/9/13
<input type="checkbox"/>	No
<input type="checkbox"/>	The Applicant requests HCD to consider housing element compliance threshold as met due to significant progress achieved in meeting housing element requirements.

2. Has the applicant submitted to the Department the Annual Progress Report (APR) for the current or prior year on or before the date of submission of their SB 2 Planning Grant application?		
<input checked="" type="checkbox"/>	Yes	APR Date Submitted
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2017 CY Report 3/30/18
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2018 CY Report 3/28/19
<input type="checkbox"/>	No	

3. Is the applicant utilizing one of the Priority Policy Areas listed below (as defined in section VIII, subsection (3) of the NOFA)?						
<input checked="" type="checkbox"/>	*Yes	<i>*If the applicant is proposing only Priority Policy Areas, do not fill out Attachment 2. However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.</i>				
		Rezone to permit by-right	Objective design and development standards	Specific Plans or form based codes coupled with CEQA streamlining	Accessory Dwelling Units or other low-cost building strategies	Housing related infrastructure financing and fee reduction strategies
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	No	<i>If an applicant is not proposing Priority Policy Areas, the application must include an explanation and document the plans or processes' nexus and impact on accelerating housing production based on a reasonable and verifiable methodology and must submit Attachment 2 in the Application pursuant to section VIII, subsection (3) of the NOFA.</i>				
<input type="checkbox"/>		The applicant is proposing PPAs and other activities not considered PPAs and is demonstrating how these activities have a nexus to accelerating housing production by submitting Attachment 2.				

4. Does the applicant demonstrate that the locality is consistent with State Planning or Other Priorities, as certified in Attachment 1?				Yes	<input checked="" type="checkbox"/>	*No	<input type="checkbox"/>
<i>*If No, consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years, as certified in Attachment 1.</i>							

5. Is a completed and signed resolution included with the application package? See Attachment 3, "Sample Resolution"				Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
--	--	--	--	-----	-------------------------------------	----	--------------------------

SB 2 Planning Grants Application

D. Proposed Activities Checklist (Section VI, items (1) through (17) of the NOFA)

Check all activities the locality is undertaking for their PGP efforts below. Activities must match **Section E. Project Description**, and **Section F. Timeline and Budget**.

1	<input checked="" type="checkbox"/>	updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans
2	<input checked="" type="checkbox"/>	updates to zoning ordinances
3	<input checked="" type="checkbox"/>	environmental analyses that eliminate the need for project-specific review
4	<input type="checkbox"/>	local process improvements that improve and expedite local planning
5	<input checked="" type="checkbox"/>	a smaller geography with a significant impact on housing production including an overlay district, project level specific plan or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
6	<input type="checkbox"/>	the creation or enhancement of a housing sustainability district pursuant to AB 73 (Chapter 371, Statutes of 2017)
7	<input type="checkbox"/>	workforce housing opportunity zone pursuant to SB 540 (Chapter 369, Statutes of 2017)
8	<input type="checkbox"/>	zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
9	<input type="checkbox"/>	zoning incentives for housing for persons with special needs, including persons with developmental disabilities
10	<input checked="" type="checkbox"/>	rezoning to meet requirements pursuant to Government Code Section 65583.2(c) and other rezoning efforts to facilitate supply and affordability
11	<input type="checkbox"/>	rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps)
12	<input type="checkbox"/>	pre-approved architectural and site plans
13	<input type="checkbox"/>	regional housing trust fund plans
14	<input type="checkbox"/>	funding plans for SB 2 Year 2 going forward
15	<input type="checkbox"/>	infrastructure financing plans
16	<input type="checkbox"/>	environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary and part of a proposed activity with a nexus to accelerating housing production
17	<input type="checkbox"/>	Other activities demonstrating a nexus to accelerating housing production

Attachment B
SB 2 Planning Grants Application

E. Project Description

*Provide a description of the project and the scope of work to be performed below. Use Appendix A for additional information if necessary. **Note:** If partnering with another local government or entity, be sure to clarify the responsibilities and deliverables of your locality pursuant to such partnership.*

The City will be preparing a zoning update to allow for mixed-use development in the commercial core by right (made possible through funding provided by CalTrans through a Sustainable Communities Grant). The grant was awarded to prepare a mixed-use overlay, which could be form-based code, to reduce traffic congestion by encouraging new housing development within the central commercial core of the City. The City would like to expand the scope of the project to encompass a full specific plan for the downtown area, including an updated sites inventory based on increased housing capacity, and CEQA analysis necessary to adopt the Specific Plan. The CalTrans funded project will kick-off in October 2019. The City would like to leverage the timing and availability of the CalTrans Sustainability Grant and SB2 funding to gain efficiencies during the community outreach, background research, and existing conditions analysis project tasks. The work accomplished in these tasks will inform and be packaged in the Specific Plan.

The City of Bishop is a small, rural community located in the Owens Valley, east of the Sierra Nevada Mountains. In the early 1900s, much of the land surrounding and within Bishop was purchased by the City of Los Angeles Department of Water and Power to secure water rights for City of Los Angeles. Today, the City of Los Angeles continues to own and operate these lands to provide water to Los Angeles, which has had lasting effects on housing and commercial development within the City. In essence, Bishop is “landlocked” by LADWP land, and there is very little private land available in Bishop for new development. According to the General Plan Housing Element Vacant Property Inventory, there is approximately 2.75 acres of residentially zoned vacant land within City limits. Housing is a critical issue – the 2015 Economic Development Plan identified a 0% rental vacancy rate, and fewer than a dozen new homes have been built in the past 20 years. The City must identify opportunities for infill, mixed use, and increased density.

The City has a limited budget, and has not invested in a comprehensive planning process since 1991. The convergence of these two funding opportunities will allow the City to develop a full downtown specific plan, with objective development standards to allow for mixed-use by right, and encourage new and infill housing development. The plan's primary goal is to identify appropriate areas and development standards to encourage future higher density housing and mixed use development in the commercial core of the city. The objectives of the project are:

1. Allow for and encourage a broader mix of uses, while respecting the historic, small-town character of the community and creating a vibrant, pedestrian friendly environment;
2. Establish clear, quantitative standards to ensure that future development that occurs within Downtown is consistent with the community's vision;
3. Create new, affordable mixed-use housing options to support more sustainable community development and provide housing options for disadvantaged communities.
4. Reduce vehicle trips and trip duration by encouraging better locational efficiency between trip origin and trip destination.
5. Ensure adequate and efficient infrastructure to support existing and future development;
6. Preserve natural and working landscapes around the Bishop community.
7. Encourage economic development and incentivize investment in infill development.
8. Prepare for community and economic development impacts associated with commercial regional air service to the Bishop airport.

SB 2 Planning Grants Application

F. Project Timeline and Budget

Project Name	Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
	Existing conditions, opps and cons analysis, public outreach	Applicant	\$ 0	10/1/19	6/1/20		N/A	\$101,000 other funding source
	Form-based code	Applicant	\$ 0	10/1/19	11/1/20		N/A	\$109,000 other funding source
	Draft Specific Plan (including outreach and Council/Commission)	Applicant	\$ 25,000	6/1/20	11/1/20	Draft Specific Plan	Yes	SB 2 funds
	Final Specific Plan (including outreach and Council/Commission)	Applicant	\$15,000	11/1/20	3/1/21	Final Specific Plan	Yes	SB 2 funds
	Site inventory for increased housing capacity	Applicant	\$ 15,000	11/1/20	3/1/21	Final Sites Inventory	Yes	SB 2 funds
	Prepare CEQA Project Description	Applicant	\$ 3,000	3/1/21	4/1/21	Project Description	Yes	SB 2 funds
	Prepare technical studies	Applicant	\$ 40,000	3/1/21	10/1/21	Technical Studies	Yes	SB 2 funds
	Prepare NOP and Initial Study	Applicant	\$ 5,000	7/1/21	8/1/21	NOP and Initial Study	Yes	SB 2 funds
	Scoping Meeting	Applicant	\$ 2,000	8/1/21	9/1/21	Scoping meeting minutes	Yes	SB 2 funds
	Prepare Admin Draft EIR	Applicant	\$ 40,000.00	8/1/21	12/1/21	Admin draft EIR	Yes	SB 2 funds
	Prepare Public Review Draft EIR	Applicant	\$ 10,000	12/1/21	1/1/22	Public Draft EIR	Yes	SB 2 funds
	Final EIR, NOD	Applicant	\$ 3,000	1/1/22	3/1/22	Final EIR and NOD	Yes	SB 2 funds
	Planning Commission Hearings	Applicant	\$ 1,000	3/1/22	4/1/22	Hearing Minutes	Yes	SB 2 funds
	City Council Hearings, Certification, Specific Plan Adoption	Applicant	\$ 1,000	3/1/22	4/1/22	Hearing Minutes	Yes	SB 2 funds
	Total Est. Cost \$		160000					

*Priority Policy Area (PPA)

Attachment B

SB 2 Planning Grants Application

G. Legislative Information

District	#	Legislator Name
Federal Congressional District		Paul Cook
State Assembly District		Devon Mathis
State Senate District		Andreas Borgeas

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/>.

Attachment B
SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 1 of 3)

Pursuant to Section 201(d) of the Guidelines, all applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by certifying that at least one activity was completed in 1) State Planning Priorities (i.e., Infill and Equity, Resource Protection, Efficient Development Patterns) or 2) Other Planning Priorities (i.e., Affordability, Conservation, or Climate Change). Consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years.

Complete the following self-certification by selecting one or more of the policy areas in the following tables by inserting the date completed for each applicable action, briefly describing the action taken, and certifying.

State Planning Priorities

Date Completed	Brief Description of the Action Taken
Promote Infill and Equity	
<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>	
7/1/19	Bishop is undergoing to a project to extend infrastructure to undeveloped LADWP lands for future development in an area substantially surrounded by development
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
5/1/19	The City was awarded grant funding from Caltrans to develop a mixed-use/form based code to encourage infill development and increase density
<i>Other (describe how this meets subarea objective)</i>	
	n/a
Promote Resource Protection	
<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>	
	The City is diligent in environmental review for all projects. Most open space, farms, and natural lands are outside City jurisdiction.
<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>	
7/15/19	The City is actively seeking Proposition 68 funds from multiple agencies for parks expansion and protection of natural resources. Bishop is a disadvantaged community.
<i>Other (describe how this meets subarea objective)</i>	
	The City of Bishop has approximately 53 acres of parks, which equates to 75 residents per acre.
Encourage Efficient Development Patterns	
<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>	
<i>(1) Uses land efficiently.</i>	
	Please refer to attachment B

Attachment B

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 2 of 3)

<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>	
	Please refer to attachment B
<i>(3) Is located in an area appropriately planned for growth.</i>	
	Please refer to attachment B
<i>(4) Is served by adequate transportation and other essential utilities and services.</i>	
	Please refer to attachment B
<i>(5) Minimizes ongoing costs to taxpayers.</i>	
	Please refer to attachment B
<i>Other (describe how this meets subarea objective)</i>	
	n/a

Other Planning Priorities

Affordability and Housing Choices	
<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>	
	n/a
<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>	
5/8/17	The City of Bishop adopted and promoted an accessory dwelling unit (ADU) ordinance to encourage ADU construction.
<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>	
5/1/19	The City was awarded grant funding from Caltrans to develop a mixed-use/form based code to encourage infill development and increase density
<i>Utilizing surplus lands to promote affordable housing choices.</i>	
5/26/19	Bishop successfully negotiated with LADWP to obtain 3 acres of surplus land to develop approximately 70 units of affordable housing.
<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>	
	n/a
<i>Other (describe how this meets subarea objective)</i>	
	n/a

Attachment B
SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 3 of 3)

Conservation of Existing Affordable Housing Stock	
<i>Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.</i>	
	n/a
<i>Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.</i>	
	n/a
<i>Other (describe how this meets subarea objective)</i>	
	n/a
Climate Adaptation	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
7/1/16	The City of Bishop adopted a Multi-Jurisdictional Hazard Mitigation Plan.
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
	n/a
<i>Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).</i>	
	The City has held multiple public workshops in the past few years with a broad demographic diversity culminating in these grant proposals to address infill and affordable/market rate housing.
<i>Other (describe how this meets subarea objective)</i>	
	n/a

State and Other Planning Priorities Certification

I certify under penalty of perjury that all of the information contained in this PGP State Planning and Other Planning Priorities certification form (pages 9, 10, and 11 of this application) is true and correct.

Certifying Officials Name: Robin Picken

Certifying Official's Title: City Administrator

Certifying Official's Signature: _____

Certification Date: 8/30/19

SB 2 Planning Grants Application

Attachment 2: Application Nexus to Accelerating Housing Production

Fill out Attachment 2 only if the applicant answered "No" to item 3 in Section C or is utilizing Policy Priority Areas AND other activities not designated as such. Applicants answering "Yes" to question 3 in Section C and utilizing ONLY Priority Policy Areas are automatically deemed to demonstrate a nexus to accelerating housing production, and do not need to complete this form.

Pursuant to section VIII, subsection (4) of the NOFA, applicants shall demonstrate how the application includes a nexus to accelerating housing production. Please complete the following chart by providing information about the current conditions and expected outcomes with respect to the planned activity and housing production. Please attach documentation as necessary and see the NOFA for additional details.

Quantify how the activity accelerates production below and use Appendix B to explain the activity and its nexus to accelerating housing production if necessary.

Type (Select at least one)	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)	3 to 5 months	1 to 3 months	2 months	Allows for ministerial review of qualified projects
Development cost (e.g., land, fees, financing, construction costs per unit)	n/a			
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)	Planning Comm. & CEQA review req'd	By-right, ministerial approval.	Reduction in time and expense, increase in	Allows for by-right housing development as appropriate
Entitlement streamlining (e.g., number of approvals)	3 -5 approvals	2 approvals	1-3 approvals	Planning review + building permit
Feasibility of development	n/a			
Infrastructure capacity (e.g., number of units)	~75 existing	est. 500 (5 yr)	425 new pote	Estimate based on draft project area, subject to
Impact on housing supply and affordability (e.g., number of units)	n/a			Refer to Appendix B
Availability of private, developable land zoned for housing	2.1 acres	7.42 acres	5.32 acres	Refer to Appendix B

*** Baseline – Current conditions in the jurisdiction**

(e.g. 6-month development application review, or existing number of units in a planning area)

****Projected – Expected conditions in the jurisdiction because of the planning grant actions**

(e.g. 2-month development application review)

*****Difference – Potential change resulting from the planning grant actions**

(e.g., 4-month acceleration in permitting, creating a more expedient development process)

Attachment B
SB 2 Planning Grants Application

Attachment 3: Sample Resolution

RESOLUTION NO. 2019-XX
A RESOLUTION OF THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF
_____[CITY, COUNTY NAME]_____
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the [City Council/County Board of Supervisors] of _____ (City/County) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF _____
RESOLVES AS FOLLOWS:

SECTION 1. The [City Council/County Board of Supervisors] is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application released March 28, 2019 in the amount of \$ _____.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the [insert designee title, e.g. City Manager, Executive Office, etc] is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$ _____, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the [City/County's] obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The [City/County] shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The [City Council/County Board of Supervisors] hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The [insert the title of City Council/County Board of Supervisors Executive or designee] is authorized to execute the [City/County] of _____ Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the [City/County] as required by the Department for receipt of the PGP Grant.

ADOPTED _____, 2019, by the [City/County] Board of Supervisors of the County of _____
by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

_____ County Executive

ATTEST: APPROVED AS TO FORM:

County Clerk County Attorney

SB 2 Planning Grants Application

Appendix A

Use this area for additional information if necessary.

(Project Description continued)

In addition, the City must prepare an Environmental Impact Report (EIR) prior to adopting the Specific Plan. No funding has been identified for CEQA compliance. The City has identified this SB2 Planning Grant as the only potential source of appropriate grant funding for the environmental document.

The City is contractually obligated to a fixed schedule to finish the plan (per the Cal Trans grant) by February 28, 2022. CEQA compliance is not a requirement of the CalTrans grant award.

The proposed EIR will include program-level analysis and, more importantly, project-level mitigation measures that will help accelerate future housing production and assist developers by streamlining the environmental review and permitting process for individual housing or mixed-use projects within the Specific Plan area. The City intends to take full advantage of the CEQA streamlining provisions in order to encourage the construction of more housing options more quickly and efficiently.

The City proposes to prepare a Program EIR per CEQA Guidelines Section 15168. This will facilitate the CEQA streamlining under Section 15168(c) and (d) if projects are consistent and considered later activities under the program. Preparation of the Program EIR will also facilitate the opportunity for projects to utilize Public Resources Code Section 21159.24, which allows urban infill residential development that meets certain criteria to be exempt from CEQA. The City would facilitate the Statutory Infill Housing Exemption by providing updated community level environmental review, as defined by Public Resources Code Section 21159.20, for properties designated for residential development by the General Plan. In addition, the City may utilize the SB 226 CEQA streamlining provisions that went into effect January 1, 2013.

Finally, since the Program EIR is for a Specific Plan, future development will also utilize an expanded exemption under Government Code Section 65457 that will apply to certain residential, commercial, and mixed-use projects that are consistent with a specific plan adopted pursuant to Government Code, Article 8, Chapter 3, and would be exempt from CEQA. This new exemption is outlined in the final text of Section 15182 of the CEQA Guidelines.

Attachment B
SB 2 Planning Grants Application

Appendix B

Use this page to explain the nexus to accelerating housing production or for project description.

The challenges Bishop faces are unique. Whereas we are surrounded by large swaths of undeveloped land, the City itself is completely land-locked, with the rest of the land owned and controlled by public agencies (Forest Service, Bureau of Land Management, the Los Angeles Department of Water and Power(LADWP)). In fact, the LADWP owns most undeveloped land within City limits, stifling development potential. Couple this with the fact that our Main Street is a major thoroughfare and under the jurisdiction of Caltrans, we have very little control of the lands in our small town, and must be creative in meeting the various needs of our residents.

Due to these constraints, the City's housing stock and population have remained nearly constant (approximately 4,000 people) since the 1970s. Thus, many of the policies and programs encouraged by State planning priorities have simply not been relevant. There has not been any significant residential development in nearly 30 years. It is the City's goal through this grant opportunity to increase opportunities for housing to address our housing imbalance by identifying opportunities for infill, mixed-use development, efficient use of land and infrastructure, and amenities to attract investment to realize housing and community development goals.

Bishop's downtown core is currently zoned primarily commercial, and does not allow for residential by right. Bishop struggles with reduction in brick and mortar retail, and has a surplus of commercial property, and a dearth of land (either vacant or appropriate for redevelopment) that allows residential development. As such, housing demand is high and housing prices are artificially inflated. Identifying appropriate areas for infill, mixed-use and other housing solutions will increase housing supply and reduce overall housing costs in the community.

The Specific Plan process will identify appropriate locations for mixed-use and residential development within the downtown core. The Bishop General Plan Housing Element identifies 2.1 acres of vacant, privately owned, residential zoned land in Bishop. The Housing Element identifies 5.32 acres of commercially zoned property that could be used to provide housing units if rezoned to allow residential and mixed-use development. The City estimates that the specific plan could allow for nearly 500 new residential units by rezoning the approximately 125 acre project area (to be refined during the planning process), and allowing for an estimated 5 units per acre.