



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Dom Zanger  
District No. 1  
Vice-Chair

Kollin Kosmicki  
District No. 2  
Chair

Mindy Sotelo  
District No. 3

Angela Curro  
District No. 4

Ignacio Velazquez  
District No. 5

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**Item Number: 2.1**

**MEETING DATE:** 05/20/2025

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Stephanie Reck

**DEPT HEAD/DIRECTOR:** Abraham Prado

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY-A. PRADO, DIRECTOR- PLANNING AND BUILDING**

(To be heard at 9:30 AM or soon thereafter as the matter may be heard)

Hold a public hearing and review the General Plan Amendment (REF250001) 2023-2031 Housing Element 6th Cycle update as mandated by the California Department of Housing and Community Development (HCD). Participate in staff and consultant presentation and discussion and receive any written or oral comment. Consider approval of the resolution implementing General Plan Amendment (REF250001) 2023-2031 Housing Element 6th Cycle update to the 2035 General Plan. Consider approval of the resolution commencing the initiation of the General Plan Amendment for the 2023-2031 Housing Element Program 3-1 Residential High Rezone.

SBC FILE NUMBER: 790

RESOLUTION NO.: 2025-27 AND 2025-28

**AGENDA SECTION:**

PUBLIC HEARING

**BACKGROUND/SUMMARY:**

The project is the update to the County of San Benito's General Plan Housing Element. State law requires every city and county to adopt a general plan containing at least seven mandatory elements (chapters). One required element is the Housing Element, which must be updated every eight years.

The County's updated Housing Element covers the planning period of 2023 to 2031. The purpose for requiring local Housing Elements is to ensure that each jurisdiction provide its fair share of regional demand for housing. The State of California Department of Housing and Community Development (HCD) allocates regional shares of statewide housing needs. These allocations are provided to a region's Council of Governments, which determines each jurisdiction's fair share contribution. The San Benito County Council of Governments (COG) encompasses the cities of Hollister and San Juan

Bautista and the unincorporated areas of San Benito County. COG establishes each jurisdiction's contribution through the state mandated Regional Housing Needs Allocation (RHNA) as provided by HCD. The RHNA for the period of 2023–2031 for the COG region is 2,194 new housing units. The table below shows the unincorporated County of San Benito's fair-share contribution.

Income Group	% of County Area Median Income	Total Housing Units allocated	Percentage of units
Extremely Low/Very Low	0-50%	246	32.7%
Low	51-80%	198	26.2%
Moderate	81-120%	103	13.6%
Above Moderate	120% and above	207	27.5%
Total		754	

State law requires that all Housing Elements address these key topics: housing needs assessment, constraints, resources and opportunities, assessment of fair housing, candidate housing sites, and planning. Analysis of these topics provides the foundation for the preparation of a Housing Element. The San Benito County Housing Element profiles community demographics and examines housing needs of various demographic groups, including owners versus renters, lower-income households, overcrowded households, the elderly, special needs groups, and the homeless, among others. This information is detailed in the updated Housing Element.

For more background and summary information please refer to the Planning Commission Staff Report dated April 30th, 2025 and the Board of Supervisors Staff Report dated May 20th, 2025 attached to this packet as well as the entirety of the General Plan Amendment (REF250001) 2023-2031 Housing Element 6th Cycle update

#### **RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

Yes

#### **CONTRACT NEEDED FOR THIS ITEM:**

No

#### **RFP AND BID HISTORY:**

RFQ - PW-2023-001: County of San Benito Housing Element Update was issued on December 30, 2022 and closed on January 27th, 2023.

Kimley-Horn & Associates was selected by staff as the least cost of three qualified consulting firms that submitted proposals, and partly on the basis that it will also be consulting with the City of Hollister for the preparation of its 6th Cycle Housing Element Update.

#### **LAST CONTRACT AMOUNT OR N/A:**

\$334,989.00

#### **CONTRACT HISTORY (Describe all amendments and previous contracts):**

The Board of Supervisors approved the contract with Kimley-Horn & Associates Inc. to conduct the Housing Element 2023-2031 update as mandated by State Government Code §65580 et seq. on May

23rd, 2023.

To date this contract has only received one amendment to extend the term of the original contract from the expiration date of June 30th, 2024 to the expiration date of June 30th, 2026.

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

Yes

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

Yes

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

Yes

**BUDGETED:**

No

**BUDGET ADJUSTMENT NEEDED:**

No

**SOURCE OF FUNDING:**

General Fund

**UNFUNDED MANDATE:**

Yes

**SBC BUDGET LINE ITEM NUMBER:**

101. 65. 1265. 1000. 619. 222

**CURRENT FY COST:**

\$77,032.81

**STAFF RECOMMENDATION:**

Staff recommends the Board of Supervisors:

1. Hold a public hearing;
2. Review any written and oral comments;
3. Approve Resolution implementing General Plan amendment (REF250001) 2023-2035 Housing Element 6th Cycle to the 2035 General Plan; and
4. Approve Resolution commencing the initiation of the General Plan and Zoning Code amendment pursuant to Program 3-2 Residential High Rezone and General Plan Amendment in the 2023-2031 Housing Element 6th Cycle.

**ATTACHMENTS:**

**Presentation**

Board of Supervisors Resolution - GPA 2023-2031 Housing Element 6th Cycle Update - (Attachment D)

Board of Supervisors Resolution - Initiate GPA Residential High Rezone HE Program 3-2 - (Attachment E) -Executed

2023-2031 Housing Element 6th Cycle 05.01.2025 (Attachment A)

Board of Supervisors Staff Report (May 20, 2025)

HCD Letter Statutory Compliance 04.01.2025 (Attachment B)

Planning Commission Staff Report (April 30, 2025)

Planning Commission Resolution 2025-06 - GPA 2023-2031 Housing Element 6th Cycle Update - Executed (Attachment C)

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