



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: California Energy Commission's California Automated Permit Processing (CalAPP) Program grant in the amount of \$80,000 to support Glendale's incorporation of SolarAPP+ into the Land Management System

1. Motion authorizing the Director of Community Development or designee to execute Grant Agreement with the California Energy Commission for the California Automated Permit Processing (CalAPP) Program in the amount of \$80,000.
2. Resolution of Appropriation in the amount of \$80,000.

COUNCIL ACTION

Item Type: Action Item

Approved for January 24, 2023 **calendar**

EXECUTIVE SUMMARY

The Building & Safety Division of the Community Development Department applied for and was recommended for approval to the California Energy Commission for the California Automated Permit Processing (CalAPP) Program in the amount of \$80,000. The grant is intended to assist jurisdictions with establishing online, automated solar permitting.

COUNCIL PRIORITIES

Environmental Stewardship: By streamlining the solar application process, the City will further its goal of incentivizing an increase in the generation and use of renewable (solar) energy within the City.

RECOMMENDATION

Authorize the Director of Community Development or designee to execute the agreement with the California Energy Commission for the California Automated Permit Processing (CalAPP) Program, and accept and appropriate the grant funding.

BACKGROUND

California Automated Permit Processing Program – CalAPP was established with the passage of Senate Bill 129 to support a grant program for California cities and counties to establish automated, online solar permitting. Glendale’s population entitles it to \$80,000 to be utilized, not only for the integration software, but also, for training events for staff and local installers, maintenance costs, subscription costs for the software database that supports the newly adopted platform, and staff time.

ANALYSIS

To meet its clean energy goals, California needs new renewable and storage resources, including rooftop solar and storage projects. Per the 2021 Senate Bill 100 Joint Agency Report, achieving 100% clean electricity in California requires an acceleration of the development of rooftop solar projects. CalAPP funding is intended to encourage cities and counties to further enhance permitting processes and accelerate processing and turnaround time, particularly regarding plan review. Overall, funding is intended to promote the development of residential solar and solar-plus-storage systems, greatly decreasing approval times, cutting permitting costs for local governments and homeowners, and helping California meet its greenhouse gas emission reduction goals through an easier installation process. As state law prohibits enforcement of items not related to health and safety, such as aesthetic requirements, the review of the application to install a solar energy system is limited to the Building Official’s review of whether it meets all health and safety requirements of local, state, and federal law.

Allowable Costs include:

- Ongoing staff labor costs associated directly with the adoption, and maintenance of a qualifying online, automated permitting platform, including:
 - In-house staff time, including IT resources
 - Third-party consultation services
 - Ongoing, in-house staff time spent on staff training specific to the platform.
- Ongoing costs associated with training installers, developers, and other external parties in the use of the system.
- Essential hardware or equipment necessary to support the adoption of a qualifying platform.
- Three years of maintenance and subscription costs for permit tracking software in support of the adopted permitting platform.

Cities are mandated to have integration of an automated, online solar permitting system launched by September 2023. This funding will be utilized to ensure Glendale meets this deadline.

STAKEHOLDERS/OUTREACH

No additional outreach is proposed regarding acceptance of this grant. However, once SolarApp+ is integrated, outreach will be conducted to businesses and residents and training will be offered to installers.

FISCAL IMPACT

The CalApp Grant was not included as part of the FY 2022-23 budget. The grant amount totals \$80,000 and will help cover the cost of integrating SolarApp+ for online and automatic solar permitting. Staff requests an appropriation of \$80,000 from grant revenue, which will be reimbursed upon grant agreement execution and reimbursement submissions. Reimbursement requests may be submitted quarterly through June 30, 2027. The appropriation request is outlined below:

Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$80,000	32610-2160-CDD-0020-P0000-CDD00944AG	43110-2160-CDD-0020-P0000-CDD00944AG	Grant Fund

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The activity/action to authorize acceptance and appropriation of grant funds to support the implementation of SolarApp+ is not a project under California Public Resources Code Section 21065 because it will not cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and therefore, is not subject to the California Environmental Quality Act (CEQA) review. Moreover, the action/activity is exempt from further review under CEQA in that, if a project, it is not one which has the potential for causing a significant effect on the environment under Title 14 of the California Code of Regulations, Section 15061(b)(3).

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES

Alternative 1: Adopt the motion authorizing the Director of Community Development, or designee, to execute a Grant Agreement with the CEC in the amount of \$80,000, and the appropriation to the grant fund. This will provide funding for training, education, and hardware and software costs of integrating SolarApp+ into the Land Management System.

Alternative 2: Do not adopt the motion authorizing the Director of Community Development, or designee, to execute Grant Agreement with the CEC, and the appropriation of \$80,000 to the grant fund. This will result in the General Fund having to absorb the costs of integration of SolarApp+ into the Land Management System.

Alternative 3: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Tamar Sadd, Principal Administrative Officer

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

None.