



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** CONS 22-055, **Version:** 1

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**DATE:** January 25, 2022

**TO:** Mayor and City Council

**FROM:** Assistant City Manager/Development Services Director

### **SUBJECT**

Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with Mintier Harnish in an Amount Not to Exceed \$235,000 for the Development and Adoption of Objective Standards for Residential Development and Zoning Consistency Updates for the City of Hayward and Related Environmental Analysis

### **RECOMMENDATION**

That the Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute an agreement with Mintier Harnish for the development and adoption of objective standards for residential development and zoning consistency updates for the City of Hayward, including any related environmental analysis.

### **SUMMARY**

In 2019, the City of Hayward received an SB 2 Planning Grant from the State Department of Housing and Community Development (HCD) in the amount of \$310,000. Of this, \$235,000 is being designated for this project, with the remaining funds designated for a separate planning project related to updates to the City's Density Bonus Ordinance.

In light of recent State housing legislation, the City released a Request for Proposals (RFP) in November 2021 to develop a detailed set of objective standards for residential development that meet the State's criteria for objective standards, as well as identify any necessary zoning amendments and related environmental analysis, if required, to ensure consistency with the City's Hayward 2040 General Plan. Staff representing the City's Planning Division and Housing Division reviewed the one proposal received and interviewed the firm before confirming that Mintier Harnish is the capable and the preferred consultant team to complete the work. The total budget for the work is \$234,910, which includes a \$30,000 contingency to cover unanticipated costs.

This project is the City's opportunity to establish clear, unambiguous, internally consistent, and legally defensible residential design standards and development regulations that reflect the City's goals and objectives. The objective design and development standards will comply with the requirements of State

law and set the stage for continued positive change in the community. Staff anticipates having this project completed by late 2022, well ahead of the HCD deadline to expend all grant funding by the end of 2023.

## **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Scope of Services and Budget