



TO: Mayor and Councilmembers

SUBMITTED BY: Peter Imhof, Planning and Environmental Review Director

SUBJECT: Planning and Environmental Review Department Priority Setting Workshop – Fiscal Year 2026-27 Annual Work Program

RECOMMENDATION:

Discuss work priorities and adopt the Annual Work Program for Fiscal Year 2026-27 for the Planning and Environmental Review Department.

BACKGROUND:

The Planning and Environmental Review (PER) Department Annual Work Program provides a regular, structured mechanism to allow the Council to review and discuss the Department's work commitments and staffing resources, consider individual Councilmembers' project ideas, and provide direction on Department work priorities for the next fiscal year. The draft Fiscal Year (FY) 2026-27 Annual Work Program also summarizes work progress and accomplishments for the past fiscal year, FY 2025-26, and lays the groundwork for the Department's mid-cycle budget, which will be presented to Council during the upcoming mid-cycle budget workshops.

Where available budget and staffing are finite and the list of possible Department programs and work efforts are growing, a priority-setting process is useful to allow the City Council to establish policy priorities. A regular priority-setting process allows the PER Department to plan for and assign work within available resources in a structured way. This system works better and is more efficient than attempting to shift resources ad hoc to new planning projects as Council members identify and introduce new ideas and work priorities during the year.

DISCUSSION:

Purpose

The purpose of this workshop item is to update the Council on existing work commitments and progress and to provide the Council an opportunity to discuss work priorities for the Planning and Environmental Review Department for the upcoming fiscal year. The Annual Work Program covers the work of the main divisions of the Department: the

Advance Planning Division, Current Planning Division, Sustainability Program, Affordable Housing Implementation Program, and Administrative Division.

The Annual Work Program creates a regular mechanism for the Council to establish the Department's work priorities. It is also an opportunity for Council to propose and consider ideas for new work projects.

Staffing and Budget Constraints

Setting of work priorities must of course occur within the constraints of budget and available staffing. Goleta is a small city with a limited staff and finite resources. Given the large number of competing possible work priorities, the PER Department must be judicious and not take on too much at any given time or spread itself too thin and instead pace its work carefully. Over time, much can be accomplished, if available staffing resources are concentrated and projects are tackled sequentially. At this point in time, the PER Department is fully staffed with all budgeted positions filled.

GOLETA STRATEGIC PLAN:

City-Wide Initiative: 8. Enhance the Efficiency and Transparency of City Operations
Strategic Goal: 8.2 Maintain transparency in all aspects of City Government

FISCAL IMPACTS:

The Annual Work Program for FY 2026-27 is consistent with the current adopted budget with respect to existing positions and work commitments, including consultant resources. It also lays the groundwork for the second year of the current budget cycle, assuming a continuation of existing staff resources.

ALTERNATIVES:

The Council can direct staff to revise the PER Department FY 2026-27 Annual Work Program prior to adoption or choose not to adopt an Annual Work Program.

LEGAL REVIEW BY: Isaac Rosen, City Attorney

APPROVED BY: Robert Nisbet, City Manager

ATTACHMENTS:

1. Draft FY 2026-27 PER Annual Work Program
2. Staff Presentation

ATTACHMENT 1

Draft FY 2026-27 PER Annual Work Program

**FISCAL YEAR 2026-27 ANNUAL WORK PROGRAM
PLANNING & ENVIRONMENTAL REVIEW**



Draft

FISCAL YEAR 2026-27 ANNUAL WORK PROGRAM
PLANNING AND ENVIRONMENTAL REVIEW DEPARTMENT

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EXECUTIVE SUMMARY

Introduction and Purpose

The Fiscal Year (FY) 2026-27 Annual Work Program outlines the key projects, ongoing programs, and staffing resources for the Planning and Environmental Review Department, providing a comprehensive view of departmental priorities and capacity for the upcoming fiscal year.

This document serves two primary purposes:

- To inform the City Council of current and proposed work efforts, enabling strategic input and prioritization.
- To guide Department staff in aligning their work with the City's Mission Statement, Core Values, and Strategic Plan.

Snapshot of FY 2026–27 Work Program:

- Total FTEs: 19.5 (not including Building & Safety Division)
- Divisions: 6
- Major Themes or Priorities for the Year:
 - Housing Element implementation underway
 - Balancing state-mandated work with local discretionary work items. Tracking and implementing major new housing law changes.
 - Major projects, including housing projects on Housing Element sites, moving through permit process. High levels of permit activity, including on a wide range of non-housing-related projects.
 - Housing crisis continues to create affordability pressures in all housing types, including mobile homes.
 - Launching “Climate Ready Goleta” to develop a Climate Action & Adaptation Plan, with the first phase focusing on the coast and sea level rise (SLR) through a CA Ocean Protection Council (OPC) grant. Continued progress on Sustainability initiatives, including Reach Code adoption and implementation, City facilities and community programs.

Department Staffing and Organizational Structure

The PER Department is once again now fully staffed. In the current fiscal year, the retirement of a Supervising Planner in the Current Planning Division led to series of recruitments and internal promotions. As a result, the Department was able to fill the following vacant positions, all in the Current Planning Division: Supervising Planner, Senior Planner, Planning Technician and a ½-time Office Specialist supporting Code Compliance.

Staff capacity is a key factor in determining what work the Department can take on. Many projects are multi-year efforts and require ongoing resources. New projects can only be added once existing projects are completed or additional staffing is approved.

Generally, the Annual Work Program prioritizes the use of City staff. Consultants and

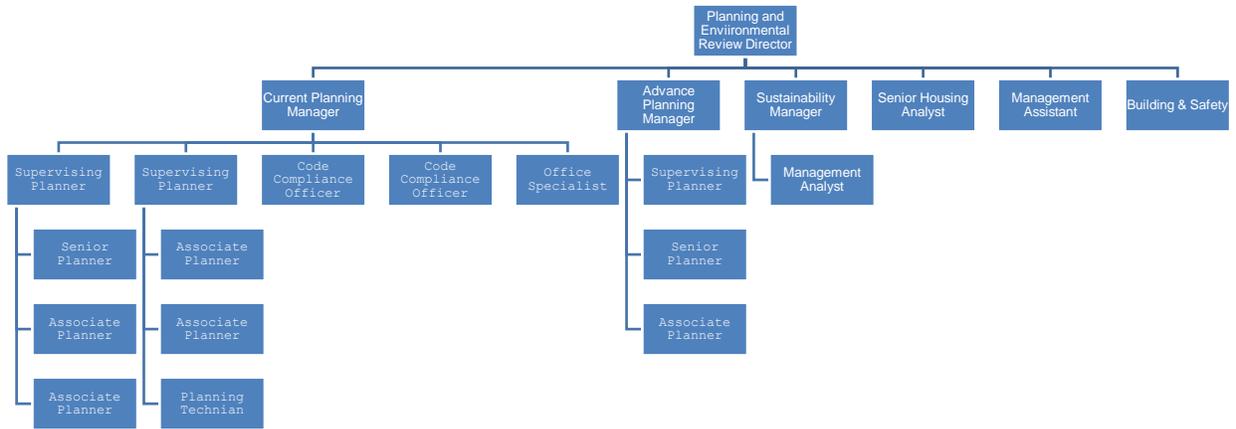
contractors are only engaged when internal capacity is fully committed, or when one-time or short-term projects exceed available capacity staff resources. The use of outside consultants is limited by budget constraints and the capacity of managers to oversee both staff and consultant work effectively.

When fully staffed the Department consists of 19.5 full-time equivalent positions (FTEs), not including the Building & Safety Division, which is staffed by Willdan under contract to the City, rather than by City employees. Building & Safety includes the City Building Official, one Building Inspector, two Building Technicians and one Assistant Plan Checker, for a total of approximately five additional FTEs. The positions of the Department (not including Building & Safety) are further detailed below in Table 1. Figure 1 below shows the Department’s organizational structure.

Table 1: Department Current Staffing Levels

FULL-TIME AND PART-TIME POSITION TITLE	Division	FTE
Advance Planning Manager	Advance Planning	1.0
Supervising Senior Planner	Advance Planning	1.0
Senior Planner	Advance Planning	1.0
Assistant Planner	Advance Planning	1.0
Current Planning Manager	Current Planning	1.0
Supervising Senior Planners	Current Planning	2.0
Senior Planner	Current Planning	1.0
Assistant-Associate Planners	Current Planning	3.0
Planning Technician	Current Planning	1.0
Code Compliance Officer	Current Planning	2.0
Office Specialist	Current Planning	0.5
Sustainability Manager	Sustainability	1.0
Sustainability Management Analyst	Sustainability	1.0
Senior Housing Analyst	Affordable Housing	1.0
Department Director	Administration	1.0
Management Assistant	Administration	1.0
TOTAL FTEs		19.5

Figure 1: Planning and Environmental Review Department Organizational Chart



Workload Considerations

Statutory mandates compete with discretionary local policy priorities for the Advance Planning Division's limited bandwidth. The Division continues to work on statutorily mandated 2023-2031 Housing Element program implementation and the Local Coastal Program, while also pursuing expansion of the City's Sphere of Influence following the County Housing Element's conversion of large areas of open space and agricultural land adjacent to City boundaries to housing. A long list of other work items trail.

Permit applications for multiple, large projects, including housing projects post-Housing Element adoption, continue to occupy the Current Planning Division along with numerous smaller permit applications. Code Compliance has made significant progress in resolving a number of difficult Code Enforcement cases.

The Sustainability Program has successfully achieved adoption and updates of electric vehicle (EV), building and energy Reach Codes in conjunction with the 2025 Building Code adoption and implemented the heat pump permit fee waiver program. Pursuit of renewable energy generation and storage at City facilities waits for completion of pending facility renovation and maintenance projects, although staff is supporting General Services with installation, grants, and management of EV Chargers at the Goleta Train Depot. Implementation of the City's single-use plastic ordinance and management of the City's EV chargers is ongoing. Sustainability is pursuing SB 1 funding through an OPC SLR adaptation planning grant to support "Climate Ready Goleta."

The Affordable Housing Implementation Program completed Density Bonus Procedures and a Tenant Protection Ordinance and continues to manage the City's local housing trust fund and affordable housing inventory, with focus on property transfers, tenant protection programs, and technical assistance to affordable housing projects, such as Heritage Ridge. Mobile home park assistance has also become a priority focus.

ADVANCED PLANNING

Role of the Division

Advance Planning is responsible for the development and maintenance of the City's General Plan, Local Coastal Program, Housing Element, and zoning regulations. The Division oversees the City's oil and gas planning, climate action planning, environmental programs, and geographic information systems/spatial data. Important to this division are regional planning efforts with other cities, agencies, neighborhoods, businesses, and civic groups.

Core Services

Table 2 outlines the Division's core services, including routine responsibilities, ongoing programs, and essential work efforts performed on a day-to-day basis. This section is intended to capture the foundational activities that support the Department's mission and contribute to citywide operations and goals.

Please note, this table is focused on planned, recurring work and does not include tasks

related to emergency response, unplanned events, or special projects.

Table 2: Core Services

Administrative	
	Interdepartmental coordination and support
	Supervision
	Budgeting
	Grant writing and management
	Contract management
	Website management
	Respond to public inquiries regarding General Plan, etc.
Required Services	
	Maintain General Plan and Title 17 Zoning Regulations to address new legal requirements
	Track planning legislation and State guidance documents
	General Plan Annual Progress Report (prior to April each year)
	Department of Finance and HCD Annual Housing Survey Forms
	Department of Finance Annual Boundary/Annexation Survey in June each year
	CIP - Annual General Plan Conformity Determination (prior to budget adoption)
	Coordinate and manage GIS to implement regulations, policies, and maps
	Intergovernmental relations and coordination with Coastal Commission, State Lands Commission, UCSB, LAFCO, County, City of Santa Barbara, Airport staff and Airport Commission, and special districts on projects/future growth and planning issues
	Comment on other agency documents and projects that affect the City
	SBCAG liaison
	LAFCO liaison and annual Municipal Service Reviews
Energy/Oil and Gas Programs	
	Platform Holly and EOF decommissioning, coordination with State Lands Commission and other resource agencies. Coordinate EOF permitting and decommissioning with City staff, property owner, and the EOF Decommissioning Interagency Working Group.
	Permit, oversee, and coordinate with State Lands Commission for the removal of remnant oil and gas beach hazards
General Plan Amendments	
	Initiate and process City-initiated GPA's
Zoning Regulations and Ordinances	
	Coordinate Title 17 interpretations, track potential Title 17 revisions, and process amendments

Key Accomplishments and Milestones

Over the past year, the Advance Planning Division can point to several complete and near-complete initiatives as shown in Table 3 below.

Table 3: Key Accomplishments and Milestones, FY 2025-26

PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
General Plan and Zoning Amendments to Update Safety Element, Open Space Element, and Environmental Justice policy and related zoning per State Law	August 2025	2.4	
Adoption of Title 17 Zoning Round 6 Amendments for Housing Element Implementation, Minor Revisions, and State Law consistency	December 2025	2.4	N/A
Local Coastal Program Development and Workshops	December 2025, January/February 2026	2.4	
Adoption of Title 17 Amendments for ADU (Urgency and Regular Ordinances)	January 2026	2.4	N/A
Travel Model and Development Impact Fee Support	February 2026	5.4	
2025 General Plan/Coastal Land Use Plan and Housing Element Progress Report and submittal to State	March 2026	2.4	PW
LAFCO Sphere of Influence Boundary Change application submittal	March 2026	5.7	CMO
STVR Research and Ordinance Amendments	April 2026	4.7	Finance

Fiscal Year 2026-27 Projects/Programs

The Advance Planning Division initiatives for FY 2026-27 are listed in Table 4 below in priority order.

Table 4: FY 2026-27 Projects/Programs

	PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
1.	Local Coastal Program Development and Amendments	January 2027	5.7	PW, CAO
2.	Implement Required Housing Element	June 2027	2.4	NS

	Programs / Initiate Mid-Cycle Housing Review			
3.	LAFCO Sphere of Influence Boundary Change and General Plan Amendments	December 2026	5.7	CMO, CAO
4.	Draft and propose state legislation on housing element reporting process	April 2027	2.4	CMO, CAO
5.	Battery Storage Comprehensive Approach	April 2027	2.4	N/A

Long Range Projects/Program Contingent on Staff Capacity

The Advance Planning Division’s potential long-range projects/programs are listed in Table 5 below.

Table 5: Long-Range Projects/Programs Contingent on Staff Capacity

	PROJECT/PROGRAM	ESTIMATED COMPLETION
6.	Visual Resource Policy Objective Standards	TBD
7.	Transportation Element Update, including GPA to address truck routes per AB 98/SB 415 by 1/1/30	TBD
8.	Citywide Design Guidelines	TBD
9.	South Kellogg Industrial Area Evaluation (LU-IA-6)	TBD
10.	Revisit General Plan Amendment (GPA) Initiation Process	TBD
11.	Transfer of Development Rights Ordinance (General Plan LU-IA-5)	TBD
12.	S. La Patera Specific Plan	TBD
13.	Ekwill St. Extension Rezone	TBD
14.	Old Town Visioning Process	TBD

CURRENT PLANNING

Role of the Division

The Current Planning Division has primary responsibility for the processing of permit applications, both ministerial and discretionary, for current development project proposals. It is tasked with carrying out these permit processes in an efficient, fair, consistent, and timely manner, supported by the best currently available technology.

Core Services

Table 6 outlines the Division’s core services, including routine responsibilities, ongoing programs, and essential work efforts performed on a day-to-day basis. This section is intended to capture the foundational activities that support the Department’s mission and contribute citywide operations and goals.

Please note, this table is focused on planned, recurring work and does not include tasks related emergency response, unplanned events, or special projects.

Table 6: Core Services

Required Services/Administrative	
	Design Review Board Secretary
	Historic Preservation Commission Secretary
	Plan and permit scanning
	Historic Resources evaluation
	Magnet Permit Tracking System management
	Supervision
	Performance Evaluations
	Budgeting
Development Services and Project Permitting	
	Project Permitting (Ministerial and Discretionary)
	Code Compliance

Key Accomplishments and Milestones

Over the past year, the Current Planning Division can point to several complete and near-complete initiatives as shown in Table 7 below.

Table 7: Key Accomplishments and Milestones, FY 2025-26

PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
Processing of permit applications for numerous development projects. Highlights include Shelby; Sandpiper Golf Course; Google Quantum Computing; Anthem Church; Housing Element housing sites	June 2026	2.4	N/A
Code Compliance implementation and effective resolution of high-profile Zoning Enforcement and Compliance cases	June 2026	2.4	N/A
South Kellogg Industrial Area Compliance Program		5.7	

Fiscal Year 2026-27 Projects/Programs

The Current Planning Division initiatives for FY 2026-27 are listed in Table 8 below in priority order.

Table 8: FY 2026-27 Projects/Programs

	PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
1.	CDP Application Phelps Rd. Parking Restrictions	March 2027	5.5	NS
2.	Update CEQA Guidelines	June 2027	1.3	N/A

Long Range Projects/Program Contingent on Staff Capacity

The Current Planning Division potential long-range projects/programs are listed in Table 9 below.

Table 9: Long-Range Projects/Programs Contingent on Staff Capacity

	PROJECT/PROGRAM	ESTIMATED COMPLETION
3.	Story Pole Guidelines/visual sim procedures per GP VH-IA-3	TBD
4.	Update of CEQA Thresholds of Significance	TBD
5.	Development of a Permit Procedures Manual	TBD
6.	VMT Sketch Planning Tool Update (following PW traffic model update)	TBD

SUSTAINABILITY

Role of the Division

The City's Sustainability Program strives to create a healthy, resilient, and sustainable city by addressing a range of special projects and programs intended to further goals of sustainability, especially with respect to renewable energy and climate resiliency.

Core Services

Table 10 outlines the Division's core services, including routine responsibilities, ongoing programs, and essential work efforts performed on a day-to-day basis. This section is intended to capture the foundational activities that support the Department's mission and contribute citywide operations and goals.

Please note, this table is focused on planned, recurring work and does not include tasks related emergency response, unplanned events, or special projects.

Table 10: Core Services

Supervision
Budgeting
City Council Energy/Green Issues Standing Committee liaison
Grant writing and management
Contract management
RFPs for Sustainability Projects
Equitable outreach through public engagement channels
Leadership and participation in Santa Barbara County Regional Climate Collaborative, including Steering Committee, Reach Code Working Group, Clean Energy Subcommittee, and SLR Committee
Staff liaison to Central Coast Community Energy (3CE), Santa Barbara County Green Business Program (Steering Committee Member), Southern California Regional Energy Network, Tri-County Regional Energy Network, Central Coast Sustainability Summit (Steering Committee Member), CA Climate & Energy Collaborative, and various state regulatory agencies
Participation in CivicSpark Fellowship program with AmeriCorps and CA Volunteers
Statewide and national program participation and membership, including Green Cities California (Steering Committee Member), Local Government Sustainable Energy Coalition, Urban Sustainability Directors Network, Local Government Climate Alliance, & U.S. Green Building Council
Strategic Energy and 100% Renewable Electricity Plan Implementation
Administration of APCD grants for EV Chargers for City facilities
Administration of 3CE incentives & rebates
Provide updated information to the public on EV and EV Charger incentives and rebates
Implementation of Plastic Pollution Reduction Ordinance and associated community outreach (Plastic Free Goleta)
Provide updated information to the public on building electrification rebates and incentives
Provide outreach and education opportunities to the public through tabling events, workshops, and “lunch ‘n learns”
Manage City Hall Solar Array (performance, maintenance, etc.)
Manage City Hall EV Charger Stations (troubleshooting, maintenance, performance, etc.)

Key Accomplishments and Milestones

Over the past year, the Sustainability Program can point to several complete and near-complete initiatives as shown in Table 11 below.

Table 11: Key Accomplishments and Milestones, FY 2025-26

PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
Adopt & Implement Energy Performance Reach Code	August 2025	1.1, 1.3	N/A
Update EV Reach Code for the 2025 Building Code Cycle	December 2025	1.1, 1.3	N/A
Existing Building Electrification: Develop & Implement Heat Pump	February 2026	1.1	Finance

Permit Fee Waiver Program			
CA Ocean Protection Council (OPC) SB1 grant application for SLR Adaptation Planning	March 2026	1.1, 3.2	N/A
Update Energy Performance Reach Code for the 2025 Building Code Cycle	June 2026	1.1, 1.3	N/A
Identify & Pursue City's EV Charging Station Opportunities	June 2026	1.1, 1.3	GS

Fiscal Year 2026-27 Projects/Programs

The Sustainability Program initiatives for FY 2026-27 are listed in Table 12 below in priority order.

Table 12: FY 2026-27 Projects/Programs

	PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
1.	OPC Grant for SLR Adaptation Planning, Administration, Form Climate Ready Goleta stakeholders working group; Develop Community Engagement Plan; hold Public Workshops	October 2026; December 2026; May 2027	1.1, 2.2, 3.2, 9.3	N/A
2.	Develop SLR Vulnerability Assessment	June 2027	1.1, 2.2	N/A
3.	Goleta Train Station EV charging station infrastructure project construction and management	November 2026	1.1, 5.1	GS
4.	GHG Emissions Inventory (2025 data, community and municipal)	June 2027	1.1	N/A

Long Range Projects/Program Contingent on Staff Capacity

The Sustainability Program potential long-range projects/programs are listed in Table 13 below.

Table 13: Long-Range Projects/Programs Contingent on Staff Capacity

	PROJECT/PROGRAM	ESTIMATED COMPLETION
5.	Develop SLR Adaptation Plan	June 2028
6.	Climate Ready Goleta Public Workshops and Coast Walk & Talk Event	November 2027 & February 2028
7.	Evaluate Microgrid, Solar, & EV Charger Opportunities and Feasibility at City Facilities (Community Center, City Hall, Library)	TBD
8.	Collaborate with Environmental Services on climate change planning as part of Goleta’s Creeks and Management Program	TBD
9.	Conservation Element GPA to address wildlife connectivity per AB 1889	TBD
10.	Explore Green Building and Decarbonization Policies for Goleta including Buy Clean California Act (2017), Building Performance Standards, etc.	TBD
11.	Climate Action & Adaptation Plan (including Climate Hazards Analysis)	TBD
12.	Safety Element GPA to address extreme heat per AB 2684 (2028)	TBD
13.	Tree Protection Ordinance	TBD

AFFORDABLE HOUSING

Role of the Division

The Affordable Housing Implementation Program provides a dedicated focus on meeting the City’s long-term responsibilities with respect to affordable housing. While the Advance Planning Division develops high-level housing policy and long-range plans such as how the City should accommodate its share of regional housing needs in the Housing Element, this Program implements the housing policy to create, maintain, and enforce the affordability of deed-restricted housing units in the City. It also ensures consistent application of and compliance with affordable housing regulations and informs tenants and landlords of rights and protections.

In particular, important duties of the Program include (1) managing and monitoring the inventory of existing affordable housing units, including rental housing units, (2) overseeing the creation and sale or rental of new affordable units to assure fair and consistent application of City rules, (3) annually updating and publishing: housing in-lieu fee amounts, non-residential affordable housing development impact fee amounts, household income limits, maximum sale prices for new deed-restricted ownership units, and maximum rent amounts for new deed-restricted rental units, (4) managing the City’s Affordable Housing Trust Fund deposits and expenditures and preparing a Comprehensive Affordable Housing Finance Plan (CAHFP) to guide how funds will be

applied to create or preserve affordable housing, and (5) promoting tenant protections, including local, State, and federal fair housing regulations and rental housing mediation.

Core Services

Table 14 outlines the Division’s core services, including routine responsibilities, ongoing programs, and essential work efforts performed on a day-to-day basis. This section is intended to capture the foundational activities that support the Department’s mission and contribute citywide operations and goals.

Table 14: Core Services

Administrative
Interdepartmental coordination and support
Budgeting
Contract management
Website management
Regional housing communication and coordination
Respond to public inquiries regarding housing programs, fair housing, etc.
Required Services
Provide comments and conditions on pending development projects
Review project calculations per City inclusionary policy and state density bonus law
Maintain the affordable housing interest list
Maintain/update inventory of existing affordable housing units
Administer the Affordable Housing Trust Fund for creation and preservation of affordable housing units
Implement housing-related required programs in the adopted Housing Element
Conduct required reporting for Successor Agency to Former Redevelopment Agency
Housing Administration/Preservation
Ensure new affordable units meet City requirements via covenant/deed restriction
Conduct compliance monitoring of affordable rental housing units
Coordinate and ensure resolution of affordability covenant violations
Manage consultant for compliance monitoring of affordable ownership housing units
Manage contract for first-time homebuyer downpayment assistance loans
Monitor/renege existing housing covenants to preserve affordable housing
Oversee income documentation, eligibility calculations, and public housing lotteries
Review/approve purchases, sales, and refinances of new and existing affordable housing units
Mobile Home Park Preservation: enforce rent-control ordinance; implement Rancho Estates Mobile Home Park Development Agreement
Fair Housing & Tenant Protections

Provide information on fair housing and tenant rights under federal, State, and local regulations, including anti-discrimination laws
Rental housing mediation of landlord-tenant disputes via City of Santa Barbara contract services

Key Accomplishments and Milestones

Over the past year, the Affordable Housing Program can point to several complete and near-complete initiatives as shown in Table 15 below.

Table 15: Key Accomplishments and Milestones, FY 2025-26

PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
Tenant Protections Ordinance Amendments	September 2025	4.7	N/A
University Mobilehome Park Options Report	December 2025	4.7	N/A
Mobile Home Park Moratorium and Urgency Ordinance	March 2026	4.7	N/A

Fiscal Year 2026-27 Projects/Programs

The Affordable Housing Program initiatives for FY 2026-27 are listed in Table 16 below in priority order.

Table 16: FY 2026-27 Projects/Programs

	PROJECT/PROGRAM	ESTIMATED COMPLETION	STRATEGIC GOAL #	SUPPORTING DEPT(S)
1.	Update to Mobile Home Rent Control Ordinance	November 2026	4.7	N/A
2.	Local Housing Preference Policy Implementation	December 2026	4.7	N/A
3.	Implement Required Housing Element Programs	June 2027	2.4	NS
4.	Update the Inclusionary Housing Ordinance	June 2027	4.7	Finance

Long Range Projects/Program Contingent on Staff Capacity

The Affordable Housing Program potential long-range projects/programs are listed in Table 17 below.

Table 17: Long-Range Projects/Programs Contingent on Staff Capacity

	PROJECT/PROGRAM	ESTIMATED COMPLETION
5.	Prepare a Comprehensive Affordable Housing Finance Plan (CAHFP)	TBD
6.	Draft Covenant Templates (Agreement to Provide Affordable Housing, Regulatory Agreement, Resale)	TBD
7.	Development of Informational Materials for City Housing Requirements	TBD
8.	Affordable Employee Housing Plan	TBD
9.	Revisions to Tenant Protections Ordinance, such as voluntary landlord lease buy-out, per diem relocation assistance for less than 30 days displacement	TBD

ADMINISTRATION

Role of the Division

The PER Administration Division includes three existing positions (Department Director, Management Assistant and 1/2-time Administrative Assistant, which carry Department-wide duties and responsibilities. The Division is chiefly tasked with departmental management responsibilities and support functions, including overall Department direction and coordination, agenda management and calendaring, budgeting, and invoicing, personnel matters, departmental representation, and public outreach. As time allows and Departmental needs require, the Department Director, Management Assistant and/or Administrative Assistant may also take on special, department-wide projects or assist other Department divisions or the City Manager with special projects and assignments.

Core Services

Table 18 outlines the Division’s core services, including routine responsibilities, ongoing programs, and essential work efforts performed on a day-to-day basis. This section is intended to capture the foundational activities that support the Department’s mission and contribute citywide operations and goals.

Please note, this table is focused on planned, recurring work and does not include tasks related emergency response, unplanned events, or special projects.

Table 18: Core Services

Administrative and Required Services	
	Planning Commission Hearing Support Recording Clerk/Minutes/Commission support
	Historic Preservation Commission and Design Review Board Hearing Support Recording Clerk/ Minutes/Commission and Board support
	Zoning Administrator
	Interdepartmental and interdivision coordination

	Department supervision and direction
	Annual Work Program
	Personnel and performance evaluations
	Budgeting and invoicing
	Agenda management and calendaring
	Contract management
	Departmental support functions, file management
	Department representation to Council and other agencies
	Noticing of public hearings
	Other public outreach
	Response to public inquiries
	Developer Accounts support
	Special Projects (as assigned)

ATTACHMENT 2

Staff Presentation

FY 2026-27 Annual Work Program Planning and Environmental Review Department

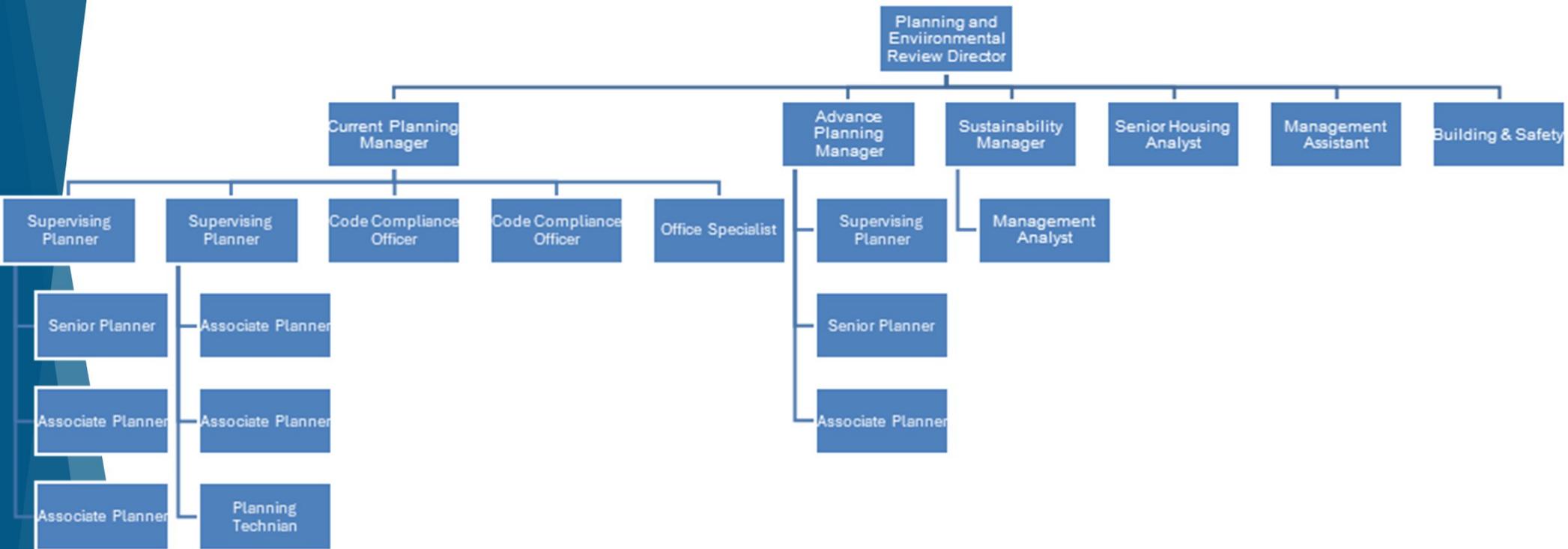
City Council Meeting
March 3, 2026

Presentation by:
Peter Imhof, Director



Purpose

- Update Council on existing work commitments and progress
- Review staffing and workload by Division/Program
- Propose and consider potential new work projects
- Discuss and set Planning & Environmental Review Department work priorities for Fiscal Year 2026-27



Major Themes/Priorities FY 2026-27

Tracking /
Implementing Major
New Housing
Legislation

Rebalancing
Workload Between
Divisions

High Permit Activity /
Major Projects (not
just Housing!)

Housing Crisis /
Affordability

Housing Element
Implementation

Balancing State-
mandated Work with
Local Discretionary
Work Items

Launching "Climate
Ready Goleta"



ADVANCE PLANNING

March 3, 2026 City Council Meeting

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FY 2025-26 Key Accomplishments and Milestones

General Plan / Zoning Amendments - Safety Element, Open Space Element, and Environmental Justice

Title 17 Zoning Round 6 Amendments

Local Coastal Program Development and Workshops

LAFCO Sphere of Influence Boundary Change application

Title 17 ADU Amendments

Housing Element Implementation

STVR Ordinance

Advance Planning FY 2026-27 Projects

1. Local Coastal Program Development and Amendments
2. Implement Required Housing Element Programs / Initiate Mid-Cycle Housing Review
3. LAFCO Sphere of Influence Boundary Change and General Plan Amendments
4. Draft and Propose State Legislation on Housing Element Reporting Process
5. Battery Storage Comprehensive Approach

Advance Planning Long-Range Projects

6. Visual Resource Policy Objective Standards
7. Transportation Element Update, including GPA to address truck routes per AB 98/SB 415 by 1/1/30
8. Citywide Design Guidelines
9. South Kellogg Industrial Area Evaluation (LU-IA-6)
10. Revisit General Plan Amendment (GPA) Initiation Process
11. Transfer of Development Rights Ordinance (General Plan LU-IA-5)
12. S. La Patera Specific Plan
13. Ekwil St. Extension Rezone
14. Old Town Visioning Process



CURRENT PLANNING

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FY 2025-26 Key Accomplishments and Milestones

Permit Processing
for numerous
Development
Projects

Code Compliance
Resolution of high-
profile Zoning
Enforcement Cases

South Kellogg
Industrial Area
Compliance
Program

Current Planning FY 2026-27 Projects

1. CDP Application for Phelps Rd. Parking Restrictions

2. Update CEQA Guidelines

Current Planning Long-Range Projects

3. Story Pole Guidelines/visual sim procedures per GP VH-IA-3
4. Update of CEQA Thresholds of Significance
5. Development of a Permit Procedures Manual
6. VMT Sketch Planning Tool Update



SUSTAINABILITY

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FY 2025-26 Key Accomplishments and Milestones

Adopt & Implement
Energy Performance
Reach Code

Update EV Reach Code
for the 2025 Building
Code Cycle

Update Energy
Performance Reach
Code for the 2025
Building Code Cycle

Existing Building
Electrification: Develop
& Implement Heat
Pump Permit Fee
Waiver Program

Identify & Pursue City's
EV Charging Station
Opportunities

Sustainability FY 2026-27 Projects

1. OPC Grant for SLR Adaptation Planning, form “Climate Ready Goleta” stakeholders working group
2. Develop Sea Level Rise Vulnerability Assessment
3. Goleta Train Station EV charging station infrastructure project construction and management
4. GHG Emissions Inventory (2025 data, community and municipal)

Sustainability Long-Range Projects

5. Develop Sea Level Rise Adaptation Plan
6. Climate Ready Goleta Public Workshops / Coast Walk & Talk Event
7. Evaluate Microgrid, Solar, & EV Charger Opportunities and Feasibility at City Facilities
8. Collaborate with Environmental Services on Creeks and Management Program
9. Conservation Element GPA to address wildlife connectivity per AB 1889
10. Explore Green Building and Decarbonization Policies for Goleta, including Buy Clean California Act (2017), Building Performance Standards, etc.
11. Climate Action & Adaptation Plan (including Climate Hazards Analysis)
12. Safety Element GPA to address extreme heat per AB 2684 (2028)
13. Tree Protection Ordinance



AFFORDABLE HOUSING

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FY 2025-26 Key Accomplishments and Milestones

Tenant Protections
Ordinance
Amendments

University Mobile
Home Park Options
Report

Mobile Home Park
Moratorium and
Urgency Ordinance

Review purchases,
sales, and refinances
of affordable
housing units

Heritage Ridge Loan
Agreement and
Covenants

Affordable Housing FY 2026-27 Projects

1. Update to Mobile Home Rent Control Ordinance

2. Local Housing Preference Policy Implementation

3. Implement Required Housing Element Programs

4. Update the Inclusionary Housing Ordinance

Affordable Housing Long-Range Projects

5. Comprehensive Affordable Housing Finance Plan
6. Prepare Covenant Templates (Agreement to Provide Affordable Housing, Regulatory Agreement, Resale)
7. Development of Informational Materials for City Housing Requirements
8. Affordable Employee Housing Plan
9. Revisions to Tenant Protections Ordinance

Questions?