**SUMMARY**

**COVID-19 Response Call**

**Friday, March 20, 2020**

**1:00pm -2:00pm**

**Jurisdictions in Attendance:** Gilroy, Morgan Hill, Sunnyvale, Santa Clara (city), Los Gatos, Gilroy, Palo Alto, County of Santa Clara, Campbell, Cupertino, Mountain View

**BOLDFACE ITEMS INCLUDE FOLLOW-UPS**

1. **Review Agenda**
2. **Updates** 
   1. Survey Responses: Please fill out the survey here <https://docs.google.com/spreadsheets/d/1rxhSXh1FF1PxT6RmoDRpMbI_ZULz5XWGDZUbR_ut-4g/edit?usp=sharing>
      1. Column “Where Can Cities Find Information” for the public is public facing updates, the remaining is only for Planning Collaborative members
3. **Eviction Moratorium**
   1. General updates
      1. Santa Clara County: has moratorium going to board on Tuesday for unincorporated areas
      2. Morgan Hill:  CC was cancelled, determined more appropriate for County to handle this countywide (as per city attorney)
      3. Palo Alto: Moratorium going to CC on Monday. Wouldn’t hurt to have Countywide (in addition to local) because Sheriffs handle evictions
      4. City of Santa Clara: urgency ordinance coming on Tuesday (currently drafting)
      5. Cupertino: Would be helpful to have County moratorium
      6. Sunnyvale: might do one, attorney is discussing with state/local level based on existing eviction notices
      7. ABAG will release info on Countywide moratorium
   2. San Mateo Update: County is working on countywide eviction moratorium
   3. Generic staff report: Posted generic staff report (based on City of San Jose’s report): <https://citiesassociation.org/covid> (pw: SantaClara)
4. **Other Assistance**
   1. Building Industry Association:  releasing info on how building/planning departments will be proceeding during Shelter in Place
   2. Changes to the Brown Act: Governor’s executive order on meeting requirements with virtual meetings - [Full Text](https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf).
   3. Online Tools
      1. Sharing how this process is going (submittal/application process), updates can be found on [spreadsheet](https://docs.google.com/spreadsheets/d/1rxhSXh1FF1PxT6RmoDRpMbI_ZULz5XWGDZUbR_ut-4g/edit?usp=sharing).
      2. If some cities are not already doing electronic plan checking, we’re getting pushed into that process
      3. Santa Clara (city) - might be good to hear from others experiences due to possible complications with virtual inspection tools
      4. **Cupertino and Palo Alto - volunteered to demonstrate their virtual processes**
   4. Backlog to do list
   5. Operating procedures checklist
      1. Cities might have more flexibility to close more services if they needed to
      2. Different cities are open and providing different levels of services
      3. Question about current safety conditions - If safety isn’t up to County definition, can you proceed with inspections? If you don’t have a staff especially.
         1. **Call scheduled for next meeting (Friday March 27, 1:00PM with epidemiologist)**
      4. Public Records Requests Act requests
         1. If city hall is shutdown, should we still be accepting them? (Monte Sereno)
         2. Its the City Clerks/City Managers responsibility? But Planning staff that puts a lot of info together for requests
         3. **Cities Association to check in with City Managers**
         4. Morgan Hill - Attorney said its not essential
      5. Permit Deadlines
         1. **Sunnyvale Emergency Ordinances (Report to CC on Tuesday - will send staff report/ordinance when public)**
            1. Discretionary permit deadline (extend by a year),
            2. Permit Streamlining Act (extend during this period)
            3. Telecom no relief on because its a federal law
         2. Josh asked state to clarify based on Governor’s order. Legislative staff believes answer will be yes, but will be getting official answer
      6. Teleconference Brown Act hearing - what technologies are working better than others? Logistics on how that works (County of Santa Clara)
         1. Palo Alto - CC on Zoom (Monday)
         2. Morgan Hill - CC on Zoom (doesn’t do well with Television, had feedback between TV/PC). Microsoft Teams has been the best (but bringing public in has been difficult)
         3. Santa Clara (city) - CC has ability to call in. CC live streaming on Facebook/YouTube. Will continue to allow people to come in, max 10, one at a time attendance.
         4. Sunnyvale - Teams for conference calling, but looking at how public can call in (City Clerks office will determine)
5. **Additional Items**
   1. Certifying EIRs during this period
      1. Morgan Hill: conflicting info on CEQA/State Clearinghouse website
      2. County of Santa Clara: Can use CEQAnet, waiting for County Clerk
      3. San Mateo County jurisdiction process:
         1. Certifying EIRs to Clearing House
         2. 45-day review period
         3. Developer will be paying for printing to anyone who wants it, hardcopy will be mailed
      4. Monte Sereno asked about APR deadline- Josh replied that deadline is statutory and cannot be extended. But jurisdiction can turn in and update later, no consequence if that were to occur.
6. **Next Steps**
   1. Doodle poll to check on timing, weekly
   2. Discuss e-permitting in 2 weeks (Palo Alto/Santa Clara city)
   3. Send out Sunnyvale emergency ordinances (Tuesday March 24)
   4. Follow up with Cupertino about survey
   5. Next Call Friday March 27, 2020
      1. Joint San Mateo/Santa Clara counties call with an epidemiologist to discuss safety protocols during COVID-19
      2. [www.uberconference.com/bdplanning1](http://www.uberconference.com/bdplanning1)
      3. Optional call in number: 510-806-7725, no pin