
Santa Clara County Planning Collaborative

Regular Monthly Meeting Agenda + Notes

June 9, 2022

12:00pm - 1:30pm, via Zoom

Slide Deck: citiesassociation.org/documents/meeting-notes-6-9-22/

I. General Announcements and Updates

- The **Collaborative website** has been fully updated!
 - Visit citiesassociation.org/planning/ for resources on AFFH & equity, sites inventory, market constraints analyses, and more.
 - Collaborative staff will continue to update each section as new resources become available.
 - Meeting notes can be found under the [Meetings & Workplan section](#).
- A full **Constraints Data Summary and Analysis Report** are now available in the [Constraints section](#) of the collaborative website.
- Where are you in the **update process**?
 - Fill out [the second column of this form](#) to indicate draft release date.
 - Several jurisdictions have released drafts for public review, including Sunnyvale, Campbell, Morgan Hill, Saratoga.
 - Other jurisdictions, including San Jose, Milpitas, and Los Gatos hope to release drafts in the coming months.
- **ADU Calculator**
 - Collaborative staff are building an ADU Calculator for Santa Clara County. See santaclaracounty.aducalculator.org/ for the 1.0 version.
 - Please send us feedback! Email questions and comments to Kristy Wang (wang@bdplanning.com).

II. ABAG-MTC Announcements

- **Hess 2.0 is up and running!**
 - MTC-ABAG has released a Realistic Capacity module within the [HESS Tool](#).
 - Reach out to Somaya Abdelgany (sabdelgany@bayareametro.gov) with jurisdiction-specific questions and requests, including office hours and bulk data updates.
- **Community Engagement Assistance**
 - MTC-ABAG has contracted with Schechter Consulting to provide communications and community engagement assistance to jurisdictions for their Housing Element updates.
 - For more information [visit the ABAG website](#).
- **Template Housing Survey for Residents**
 - MTC-ABAG has developed a template housing survey to help jurisdictions understand residents' feelings about housing, with translated versions. Contact

(rhtasurvey@emcresearch.com) to receive a unique survey link for your community. More information [is available on the ABAG website](#).

- **Communications Guide & Primer for Engaging Equity Priority Communities**
 - MTC-ABAG plans to release two outreach products, a Communications Guide and a Primer for Engaging Equity Priority Communities. These products [will be posted on the website](#) in the coming weeks.

III. Update AFFH Resources

- **HUD is releasing new data** on entitlement jurisdictions and urban county jurisdictions.
 - A memo on 2022 Income Limits for Santa Clara County [is available here](#).
- **ABAG AFFH Resources** [available here](#).
- Supplemental Maps and Analysis from **Lawyers Committee**
- **Root Policy Research Technical Assistance**
 - Reviewing and Adding Finding to Prepared AFFH Sections
 - Additional Data Collection and Analysis
 - Development of Goals and Actions
 - The Collaborative will retain root policy for additional jurisdiction level research and data summaries.

IV. ADU Plans and Gallery Example from Napa/Sonoma

- [See presentation slides here](#).
- David Driskell gave an overview of Napa/Sonoma's ADU program and how the structure might be applicable to Santa Clara County.
- The program is a collaboration of county jurisdictions, funded by local contributions and grants.
- The first program model offers standard ADU plans, owned and pre-approved by the city, available to homeowners for free.
 - Plan updates based on code changes are the responsibility of the city.
- The second program model is a gallery platform that creates a marketplace for architects and ADU firms to compete for business. Architects retain ownership of the plans, and homeowners pay a set fee to access and use the plans.
 - The gallery can grow over time and allow for new small business owners to participate.
 - Architects and ADU firms are responsible for plan updates based on code changes.
 - Offers both pre-fabricated and site-built plans.
 - Site gives an estimate of construction costs and designer fees for homeowners.
 - Homeowners can also license plans and hire a different architect, but an easy contact process is built into the platform.
- Q&A
 - "Are these only architectural plans? Or also for structural engineering and energy?"
 - Costs can vary drastically by site specific conditions, so the plans are modeled after the most common conditions in a given jurisdiction. Site

- costs can not be standardized, but a full set of pre-reviewed construction drawings significantly lowers the cost to the homeowner.
- “Has anyone looked into an affordable ADU program, such as waiving impact fees for a period of affordability?”
 - Our experience is that most homeowners won’t build where deed restriction is required, so it’s more effective to focus on plans that are lower cost. Some cities have funding for low income homeowners to build ADUs.
 - We encourage an incentive approach, instead of a requirement approach. Several jurisdictions that have tried to implement required affordability programs have seen the initiatives collapse, generally because they need a lot of city staff capacity to handle the logistics of running a program and monitoring the households in restricted units.
 - Another effective approach is to modify building standards to make it easier to build lower-cost ADUs.

V. Farmworker Housing Working Group

- First meeting was held on June 1.
- Key issues for future collaboration included: outreach, project underwriting, cross-jurisdictional MOUs for programs and projects, and seasonal farmworker housing programs.
- The working group is open to all collaborative members, interested participants should email Paul Peninger (peninger@bdplanning.com).

VI. Steering Committee

- It’s time to develop a new 6-month work plan for the Collaborative!
- The Steering Committee will convene on June 15 at 3pm. The committee is open to all collaborative jurisdictions, please email Paul Peninger (peninger@bdplanning.com) to join.
- Main priorities will include:
 - AFFH Technical Assistance
 - Assistance with Responding to Comment Letters
 - ADU Pre-Approved Plans
 - Farmworker Housing Working Group
 - Equity Advisory Group
 - Other needs brought to the Committee by Collaborative members.

VII. Equity Advisory Group Feedback

- Collaborative staff gave an overview of a suggested structure of jurisdictions to receive Housing Element feedback from the Collaborative’s Equity Advisory Group.
- Jurisdiction’s will volunteer to present on their draft Housing Element to the Equity Advisory Group in sessions made available to all Collaborative members.

- Baird+Driskell will provide communications coordination and presentation templates for jurisdictions, as well as a post-presentation report on the major themes and general advice.
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Upcoming Meetings

Santa Clara County Planning Collaborative Monthly Meeting

Thursday, July 14 12:00pm – 1:30pm

Meeting Zoom Link:

zoom.us/j/9233718280?pwd=S0NZdkpXUk9OaDB5aUdvdWRRdGVldz09

Meeting ID: 923 371 8280 Passcode: 2021