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# Santa Clara County Planning Collaborative

## Regular Monthly Meeting Agenda + Notes

December 8, 2022

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

Slide Deck: [citiesassociation.org/documents/12-22-meeting](https://citiesassociation.org/documents/12-22-meeting)

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- **Collaborative Announcements**

- **Member Contact List** – Collaborative staff maintain a contact list for jurisdiction members, jurisdiction staff who prefer not to have their email available on this list should contact Sam Dolgoff ([dolgoff@bdplanning.com](mailto:dolgoff@bdplanning.com))
- **Grand Nexus Study** – Vu-Bang Nguyen gave an overview of previous iterations of a Grand Nexus Study as reference for discussing a new study for Santa Clara County. The ability to collaborate would allow for significantly reduced costs to cities.
- **PLHA Funding** – Collaborative staff have developed a spreadsheet to gather information on how PLHA funding is allocated at the jurisdiction level. City staff are encouraged to [fill out the survey here](#).
- **CBOT** – Collaborative staff gave a brief overview of the Comment Bot “CBOT” tool, which allows jurisdiction staff to address common concerns in HCD comment letters. [CBOT is available here](#).
- **Funding Programs & HE Compliance** – New resources will soon be available to jurisdictions on the impact of housing element compliance deadlines on access to funding programs. These resources will be sent directly to jurisdiction staff when they are made available. Specific questions can be sent to Kristy Wang ([wang@bdplanning.com](mailto:wang@bdplanning.com))
- **2023 Meetings** – A new series of calendar invites for 2023 meetings has been sent to all Collaborative members. If you did not receive this new calendar invitation please reach out to Abbie Tuning ([tuning@bdplanning.com](mailto:tuning@bdplanning.com))

- **MTC-ABAG Announcements** - Manuel Ávalos ([mavalos@bayareametro.gov](mailto:mavalos@bayareametro.gov))

- **Time Running Out to Claim Local Housing Grants:** ABAG allocated funding for all 109 jurisdictions in the Bay Area to support Housing Elements and planning. Local staff should contact MTC-ABAG staff immediately via [HousingTA@bayareametro.gov](mailto:HousingTA@bayareametro.gov).
- **Webinar: Annual Progress Reports with HCD:** New data requirements on SB 9 and student housing that local jurisdictions must include in APRs, due April 1, 2023. On January 19, 2023 at 10 am, MTC-ABAG will host a webinar with HCD staff to explain the new requirements and changes to the APR form. HCD staff will highlight tools to complete the APR forms.
- **Webinar Recording: New State Laws:** The video, slide presentation, legislation summary, and issue chart from last month’s 2022 New Housing Laws webinar are now available online.

- **Call for Projects for Priority Development Area (PDA) and Priority Production Area (PPA) Planning Grants and Technical Assistance.** Watch for an announcement with links to the web-based application form, updated grant program guidelines, and other resources.
  - \$15 million will be available for PDA Planning Grants.
  - \$2 million will be offered through a PPA Pilot Program.
  - Information Webinar: December 14, 11 am – 12 pm. Applications open until February 15, 2023; however, local staff must secure political support (via a resolution or in some circumstances a presentation to the Planning Commission) in order to submit an application, so applicants are strongly encouraged to begin the process as soon as possible. If you have questions, please contact Mark Shorett ([mshorett@bayareametro.gov](mailto:mshorett@bayareametro.gov)) and Ada Chan ([achan@bayareametro.gov](mailto:achan@bayareametro.gov)).
- **Priority Conservation Areas (PCAs) Refresh:** Virtual workshop December 8 at 2 pm. Staff will provide an overview of the PCA Refresh effort and describe how PCAs can act as a more effective regional policy tool to advance the environmental strategies in Plan Bay Area 2050. Feedback will inform the development of the vision, goals, and objectives for the PCA planning framework. A survey will be released for stakeholder input. Contact Chirag Rabari ([crabari@bayareametro.gov](mailto:crabari@bayareametro.gov)) and Cristina Bejarano ([cBejarano@wrtdesign.com](mailto:cBejarano@wrtdesign.com)).
- **Mobility Hubs, Parking Management and Transportation Electrification:** In December, MTC staff will provide the investment direction for the Mobility Hub (\$33 million) and Parking Management (\$15 million) programs as well as the next steps for defining the Transportation Electrification program to the Joint MTC Planning Committee with the ABAG Administrative Committee. Materials with additional details are available in the agenda packet for the December 9th Joint Committee.
  - Staff anticipate releasing calls for projects for mobility hub planning and/or implementation as well as parking management planning studies.
- **AFFH Guidance and Data Tools for Housing Element Compliance - Eli Kaplan** ([ekaplan@bayareametro.gov](mailto:ekaplan@bayareametro.gov))
  - [Overview of AFFH Tools Available Here.](#)
  - Housing Elements must include a robust analysis of fair housing, particularly racial and economic integration and segregation.
  - MTC-ABAG has developed several new products to help establish AFFH tools and policy goals for Housing Elements.
  - [Individual segregation reports](#) for all 109 Bay Area jurisdictions available in word doc format for use as data evidence in draft Housing Elements. Available for download through the HESS tool.
  - Region-wide data on racial and economic segregation for help contextualizing jurisdiction-specific findings.
  - The [AFFH Policies and Programs Toolkit](#) include 15 strategies (policy and program approaches) that can be used in Housing Elements.
    - Includes an appendix with example language for jurisdictions.

- All AFFH tools were reviewed by HCD staff for additional HE guidance.
- **Free Licenses for Symbium Plancheck** - Kate Didech ([kate@symbium.com](mailto:kate@symbium.com))
  - Symbium is working with MTC-ABAG to launch [a pilot software called Plancheck](#) that will help streamline residential site plan review.
  - Kate Didech gave an overview of the software, including how jurisdiction staff can use the platform to streamline the plan approval process. The software is customizable based on staff needs, and can also be made publicly available to allow residents to easily search for regulatory information before bringing plans to planning staff.
  - **Free licenses may be available to your jurisdiction. [Fill out this questionnaire](#) by 5pm on Friday, December 16.**
- **2023 Collaborative Work Plan** - David Driskell ([driskell@bdplanning.com](mailto:driskell@bdplanning.com))
  - [See Slide 19-28](#)
  - Email Samantha Dolgoff ([dolgoff@bdplanning.com](mailto:dolgoff@bdplanning.com)) to share additional feedback on this Work Plan draft.
  - David Driskell gave an overview of a draft Collaborative Work Plan for 2023. Program area priorities and the suggested budget are based on previous conversations at these monthly meetings, but Collaborative staff expect to alter the Work Plan throughout the coming year as new priorities, challenges, and funding opportunities arise.
  - **Top priorities include support for**
    - Completing draft Housing Elements
    - Addressing HCD comments to ensure compliance certification
    - Facilitating collaboration of core pieces of HE implementation, such as a Grand Nexus study.
    - ADU Program Development
    - EAG Engagement, Farmworker Housing, and other AFFH-related programs.
  - **ADU program collaboration** can be structured to include several different combinations of products. An overview of these products was given at a previous meeting, [and can be found here](#).
    - A pre-reviewed plans program has been identified as a key priority for most jurisdictions. Implementation of this program would require foundational work to ensure effective tools are available to jurisdiction staff and residents.
    - Additional tools, both for homeowners and staff, can be developed with the appropriate budget.
      - Homeowner Education Portal
      - Outreach Plan and Promotional Materials
      - Amnesty Policies and Program Guidance
      - Strategies for Affordability Incentives and Financing
      - ADU Development Process Improvements
  - Jurisdiction Questions and Feedback

- Jurisdiction staff expressed interest in better understanding success metrics and pinpointing which tools are the most effective at promoting ADU development. This can be challenging to identify because many of these tools are relatively new.
- Interest in a survey of city staff and homeowners to better understand process improvement needs.
- **Small Group Discussions**
  - Attendees moved into small group discussions covering the following:
  - **2023 Work Plan Feedback**
    - ADU Program
      - Many jurisdictions expressed that they are “spinning their wheels” trying to provide ADU resources and would prefer to collaborate.
      - Several City Councils have identified pre-reviewed plans as a high priority
      - Attending jurisdiction staff expressed willingness to encourage Building Departments to participate in a collaborative approach. Some local Building Officials have concerns regarding staff capacity for additional work created by a collaborative approach.
      - Some jurisdictions have received HCD comments regarding creating new incentives for ADU development.
    - Additional Priority Areas
      - Inclusionary Zoning Ordinance
      - Shared Nexus Study
      - Transit policies, such as programs for micro-transit
      - Builder’s Remedy Guidance
      - Programs for addressing homelessness
      - Farmworker Housing
  - **Comment Letters and HE Certification**
    - Several jurisdictions do not expect to adopt a Housing Element by Jan 31, 2023, and will need additional support and guidance in navigating the impacts of extended timelines.
    - AFFH data guidance from Collaborative staff and consultants has been particularly helpful. HCD comments on AFFH have been a primary sticking point and additional guidance in addressing these comments will

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## **Upcoming Meetings**

Santa Clara County Planning Collaborative Monthly Meeting  
Thursday, January 12, 12pm - 1:30pm

Join via Zoom:

<https://us06web.zoom.us/j/89871382728?pwd=MzdKS3MyTDdVNEhiQytseDRiRUNDQT09>

Meeting ID: 898 7138 2728

Passcode: 408669650