



MEETING SUMMARY – TAC 7

Thursday January 29th, 2009

10:00 am – 12:30 pm

SamTrans Building

1250 San Carlos Avenue, San Carlos

Introduction and Meeting Purposes

Members of the 21 Elements Technical Advisory Committee met on January 29th to continue their work. The agenda for the meeting included discussions about the following items:

- Status Report
 - Website - Current Housing Elements
 - Newsletters - Final Call
 - Debrief of Tours
 - Best Practices - Completed, Today, Next Month
 - Upcoming Products
 - Parking Priorities Discussion
 - Sustainability Discussion
 - Reasonable Accommodation Discussion
- Special Topics
 - Guest Speaker (Dan Zack, City of Redwood City Parking Ordinance)
 - Additional Housing Element Related Topics
- HCD Questions and Answers

Status Report

Following is a status report of products that have been completed since the last meeting:

Website

Since the last meeting, the Current Housing Elements folder has been added to the website. Nineteen out of 21 housing elements have been collected and uploaded for all to view.

Newsletters

There was a last call for having a custom newsletter created. An InDesign file is available to access and change, however if the 21 Elements team is to do the work, a form should be filled out and sent in one email with files attached to Josh. The deadline for a custom newsletter is mid-February.

Foreclosures

This topic has been in the forefront lately, with the public and City Councils asking about it. Although it isn't a big part of the Housing Elements, there is currently a foreclosure crisis. The 21 Elements team will collect some basic material with resources and create a memo. The resources used were Realtytract, SF Gate, Trulia, and DataQuick. The information that was obtained is organized by zip code and not by jurisdiction.

Debrief of Tours

The first set of four jurisdictions had their tours on January 20th (So San Francisco, Daly City, Burlingame, and Half Moon Bay). The tours were very successful and all were a little unique. Overall, they showed off successes and constraints; they gave HCD an initial sense of the jurisdiction; and showed that there are housing sites that are realistic.

Two other tours are scheduled; however, HCD is having financial problems and are postponing any remaining tours. Discussions are in process to work with HCD to address travel costs.

Alternates to a tour were discussed. One option was a virtual tour which could be held with digital photos to share with HCD online and then discussed over the phone. Another option would be to go to HCD offices with a slide show and maps. After discussion, it made the most sense to have each jurisdiction schedule its own meeting.

The 21 Elements team will be in contact with everyone if there are any updates to the tours.

Best Practices

Josh announced that the best practices write-up on seniors is now available on the website. This report includes jurisdiction specific numbers, demographic information, and senior populations for the next ten years. Now is the time to plan for future senior needs.

Reasonable Accommodations

The State and Federal governments would like jurisdictions to have an ordinance saying that they have a plan for disabled access to homes. This plan would be separate from the zoning ordinance with procedures that are centered about the disabled person. For instance, it would include noticing procedures if someone wanted to install a ramp without the requirement of a conditional use permit or variance. Another good way to address reasonable accommodation is to promote universal design. This report should be available in a week or two.

Parking

There are a lot of best practices already on-line on the topic of parking with quite a bit already added to the 21 Elements website. Caltrans has some detailed information that is online. "High cost of free parking" is a great source of information. MTA has a step by step guide to standards for strategies by size of jurisdiction. These two resources are good places to start.

HCD has suggested a push to have lower parking standards. Excess parking requirements can increase housing costs, can look unpleasant, and can make it unappealing to walk or

bike. Often parking lots are not a good use of land. Most low income residents don't commute, making affordable housing more realistic to build.

Sustainability

There is an abundance of resource materials available on Sustainability such as Smart Growth, reflective roofs, efficient street lights and stop lights, green building practices, and landscaping guidelines.

The State has a default of green building practices if jurisdictions don't adopt their own. Green Building Practices was a perfect example of an opportunity for jurisdictions to coordinate and partner up to develop a countywide program. It would be easier for developers if there were similar standards throughout the County.

Greenbelt Alliance has developed a climate change modeling tool that is based on local conditions, transit options, housing patterns, jobs, etc. This tool shows climate change impacts on a County if housing were built in one jurisdiction vs. built in areas outside the County. Josh stated that he would email out a description of the tool and requested feedback to determine how useful this tool would be.

HCD Questions and Answers

There were no questions for HCD at this meeting.

Timeline, Updating Products

The 21 Elements team will forward best practices and mixed use materials in the next few weeks and foreclosure data in the next day or two.

Special Topics

Guest Speaker

The guest speaker, Dan Zack, was unable to make the meeting.

Next Steps

Duane Bay discussed the way the 21 Element project has evolved and then the next steps for implementation.

About a year ago, Baird + Driskell Community Planning worked with the TAC group to perfect the scope of this project. The 21 Elements Kit will be wrapping up soon and then there will be a period of implementation. This will be an opportunity to create informal working groups, for instance, for implementing green building practices. SCAG has requested a housing agenda for next year and the funding is earmarked for working towards implementation. It would be a good idea to make a similar effort to group together to work on various core areas where there is commonality.

In 2001, Marin County created a countywide workbook which was a similar process to the 21 Elements. They established a housing assistance group to undertake implementation in common areas such as in lieu fees. There was not a lot of discussion on the process which

imposed a problem. Since then, State law has gotten more refined and there is more emphasis on implementation and monitoring rather than just writing and certifying the Housing Elements. The next TAC meeting will be strategic in nature, so giving it some attention would be worthwhile.

At the next meeting the TAC group will talk about next steps or an implementation phase. The group discussed ideas of possible collective efforts:

- Interim steps in communicating with HCD and finding out what comments they are making, including all HCD letters.
- Environmental - share environmental support information that could be used in Neg Decs and EIRs.
- Sustainability programs.
- Education and outreach programs.
- Change emergency shelter requirements so they are not as fractured. Subregional effort to the next level, perhaps for next RHNA cycle.
- SB375. Work with County GIS to create a district boundary for TOD areas for all the cities to use.
- Hospitality network - floating shelter.
- Clearing house database for standards within the County. As new housing elements are completed, database can be used as a resource. Written summary for identified key topics. Also to include contact information.
- Update density bonus ordinances and how they work with inclusionary housing.

The group also came up with areas of focus for best practices:

- Landscape requirements.
- Sustainability.
- Green Building Ordinance.
- Exceptions to allow affordable housing.

Josh mentioned Morgan Hill who is working on "strategic directions" which are important policies that they would like to move forward and implement. Their strategic directions include: SB2, senior housing, and second units/small lots. He suggested that the TAC group develop their strategic directions that would be important to work on collectively.

Duane wrapped up the meeting with one last question about housing production reporting. He described how a cooperative clearinghouse function could save time and money by collecting and compiling housing production data from each jurisdiction in some standardized form then filing all of the many required State reports. He asked the interest of the group to start a committee to discuss organizing this task. The group decided this would be worth considering.

Next TAC Meeting

TAC 8 March 19th, 2009

10:00-12:00pm

SamTrans Building, Second Floor

1250 San Carlos Avenue, San Carlos