

Meeting Dates: April 11, 2007 PC  
April 17, 2007 CC  
Item \_\_\_\_\_

## Staff Report

April 3, 2007

**TO:** Planning Commission  
City Council

**FROM:** Katherine Hess, Community Development Director  
Bob Wolcott, Principal Planner  
Danielle Foster, Housing Programs Manager

**SUBJECT:** 2013 General Plan / Housing Element Update: Status Report and Check-in #1

---

### **Staff Recommendation**

Receive status report. Provide comments or suggestions to staff and City Council.

### **Purpose of This Meeting**

The purpose of this meeting (and subsequent “check-in meetings) is to:

- Provide a status report on this project
- Confirm that staff and the Steering Committee are headed in the right direction in terms of the initial policy directions, assumptions, process, tasks, products and schedule.

### **Background**

**Council initiation.** In December 2006, the Davis City Council initiated a General Plan update. The update is to focus on the city’s next Regional Housing Needs Allocation (RHNA) numbers received from the Sacramento Area Council of Governments (SACOG). The allocation is for the 7 ½ year period from January 2006 through June 2013. General Plan elements to be updated include Housing, Land Use and perhaps other elements.

The update will make every reasonable attempt to comply with the required schedule for Housing Element updates in the SACOG region. By March 2008, the Housing Element is expected to be submitted to the State Housing and Community Development Department (HCD) to allow for certification within 90 days, or June 30, 2008. The Housing Element shall contain the information and analyses required under State law.

The appropriate type of environmental review pursuant to the California Environmental Quality Act (CEQA) shall be determined. Staff will explore with the State what review would be

necessary if the Housing Element only involves programs calling for subsequent general plan amendments and rezonings.

**Initial policy direction and assumptions for the update.** On January 16, 2007, City Council established the following mission, policy direction and assumptions for the update. The mission of the Steering Committee is to guide the development of a 2013 General Plan / Housing Element update and make recommendations to Planning Commission and City Council. The initial policy direction and assumptions are:

1. An update of the General Plan, not a major overhaul or new plan.
2. Focus on Housing Element update.
3. Accommodate the City's new Regional Housing Needs Allocation (RHNA) from SACOG for the period of January 2006 through June 2013.
4. Make every reasonable attempt to comply with the required schedule for Housing Element updates in the region, to allow for certification by June 30, 2008.
5. Consider both infill and targeted peripheral development to accommodate the future housing need and RHNP allocation.
6. Consider SACOG Blueprint project "smart growth" principles in developing, evaluating and recommending alternatives.
7. Maintain the City's housing and growth related programs and policies, including affordable housing requirements and the one percent growth guideline resolution adopted by Council.

**Draft allocation numbers.** In February, 2007, SACOG released draft RHNA numbers for 2006-2013 for the City of Davis which consist of:

▪ Very low income level	43
▪ Low income level	285
▪ Moderate income level	408
▪ Above moderate income level	335
▪ Total	1,071

These numbers are subject to a review process through SACOG adoption which is now scheduled for December 2007 (previously expected in June 2007).

### **Process and Schedule**

A 15-member steering body appointed by Council is carrying out the update process. The overall process leads to certification of the Housing Element by the State in June 2008 but the Steering Committee's work may be completed by February – March 2008.

The members of the Steering Committee are:

1. Kevin Wolf, Chair
2. Mark Siegler, Vice Chair
3. Lucas Frerichs
4. Jay Gerber
5. Pam Gunnell
6. Mike Harrington
7. Donna Lott

8. Eileen Samitz
9. Ellen Shields
10. Maynard Skinner
11. Mark Spencer
12. Kristin Stoneking
13. Bob Traverso
14. Norma Turner
15. Luke Watkins

The process involves “check-in” meetings with Planning Commission and City Council, community workshops, and adoption hearings. The latest version of the update process chart being used by the Steering Committee is provided in Attachment 2. The process will be continually evaluated to ensure progress is being made. The major phases are:

1. Identify and confirm “working” criteria and assumptions, identify potential housing sites. (February to May 2007)
2. Confirm potential housing sites, conduct site evaluations. (June to September 2007)
3. Develop an overall strategy, categorize housing sites. (October to December 2007)
4. Refine the overall strategy, prepare draft plan. (January to February 2008)
5. Complete, review, modify and adopt draft Housing Element. (March to June 2008)

A chart of more specific near-term meetings and activities through July 2007 is provided in Attachment 3.

### **Project Information on City’s Web Page**

Staff is continually developing and updating project information on the city’s web page ([www.cityofdavis.org](http://www.cityofdavis.org), Current Issues, General Plan / Housing Element Update). The web page currently includes:

1. A brief project description.
2. Attachments including:
  - Tentative schedule for upcoming meetings.
  - Documents consisting of project materials to date.
  - Meeting audio recordings (Podcasts).
3. How to receive agendas and minutes via email.
4. Comments and questions.

### **Work to Date by Steering Committee**

The Steering Committee has held four meetings and has accomplished the following so far:

- Confirmed membership, submitted disclosure forms, developed additional ground rules.
- Reviewed Council initial policy direction, confirmed the focus and charge.
- Reviewed background information from staff on: glossary of terms; growth requirements under State law; housing element requirements; Regional Housing Needs Allocation (RHNA); draft RHNA numbers and methodology from SACOG; what counts toward RHNA; relevant General Plan policies; Blueprint “smart growth” principles; City Council goals for 2007-2008; 1% growth guideline resolutions; preliminary infrastructure capacity information; other planning efforts in the region; a preliminary list of potential sites.

- Reviewed and confirmed an updated overall project process chart and a near-term meetings and activities chart. (See Attachments 2 and 3)
- Identified an initial list of possible criteria and factors to consider in evaluating potential sites for housing. (See Attachment 1)

### **Current Stage: Factors for Site Evaluations**

The Steering Committee and staff are currently in the stage of developing working factors and criteria that would be used in site evaluations to meet the RHNA numbers and the 1% growth guideline.

On March 22, 2007, the Steering Committee participated in a brainstorming exercise to identify a preliminary set of working factors. A summary is provided in Attachment 1.

On April 19, 2007 and subsequent meetings, the Steering Committee will be considering:

- Options for how to translate the factors into criteria that could be used to evaluate alternative sites.
- Site options.
- Informational needs that would be produced on individual site “work sheets.”

### **Issue: Opportunities for Interested Groups and Individuals to Be Involved**

Staff understands that there is some concern among some Council members that more interest groups should be represented in the Steering Committee process.

**Current opportunities..** Under the current process, the following opportunities for public involvement are available:

1. Input at the “Public Comments” items of every Steering Committee meeting.
2. Input at three Planning Commission and four City Council “check-in” meetings.
3. Input at three community workshops.
4. Input at Planning Commission and City Council adoption hearings.

Staff plans to extend widespread noticing of community workshops (cable TV channel, website, emailserve, etc.) and work with the project consultant on other techniques to obtain input from local interest groups and community members, including the structure of community workshops.

**Possible additional opportunities, staff recommendations.** The following additional options could be considered:

- Option 1: Add ex-officio members from different interest groups.
- Option 2: Request Steering Committee members serve as liaisons to identified interest groups.
- Option 3: Add the current liaisons to the City from local organizations (UCD, DJUSD, ASUCD, etc.) to the emailserve for the update project, to ensure regular informational updates to these groups.

Under options 1 and 2 above, staff assumes the interests to be represented would be selected from the following groups:

- Each of the City's 16 ongoing commissions, including the Planning Commission.
- Neighborhood associations or representatives from other neighborhood areas.
- UC Davis administration. (UCD).
- UC Davis student groups (ASUCD).
- Davis Joint Unified School District administration (DJUSD).
- Other parent, teacher or student outreach at DJUSD schools.
- Yolo County.
- Davis Chamber of Commerce.
- Sierra Club local chapter.
- Seniors groups through the Senior Center or other organizations.
- Local housing organizations (non-profit and for-profit to be identified).

**Staff concerns.** Staff has the following concerns with the options above:

1. To add new ex-officio members.
  - ✚ Makes the Committee larger and more difficult to manage.
  - ✚ Difficult to decide which interest groups would be included and not included.
2. To request that Steering Committee members serve as liaisons to identified interest groups.
  - ✚ Serving as a liaison would add more time to the Steering Committee members time commitment (which some members may not be able to afford).
  - ✚ It would be difficult for Council to decide which interest groups would be / would not be assigned a liaison.

**Staff recommendation.** Staff believes that the current process provides ample opportunities for public involvement. If Council believes more opportunities should be provided, staff recommends that the current liaisons to the City from local organizations be added to the emailserve for the update project, to ensure regular informational updates to these groups.

### **Attachments**

1. Initial Discussion of Possible Criteria and Factors to Consider in Evaluating Potential Sites for Housing (Steering Committee on March 22, 2007).
2. Overall Process and Schedule chart.
3. Near-Term Meetings and Activities chart.