

SUMMARY MINUTES

City of Davis General Plan/ Housing Element Update Steering Committee

2500 Fifth Street, Police Department Community Room

Thursday, April 19, 2007

7:00 P.M.

Committee Members: Lucas Frerichs, Jay Gerber, Pam Gunnell, Mike Harrington, Eileen Samitz, Ellen Shields, Mark Siegler (Vice Chair), Maynard Skinner, Mark Spencer, Norma Turner, Bob Traverso, Luke Watkins, Kevin Wolf (Chair).

Absent: Donna Lott, Kristen Stoneking

Staff: Bob Wolcott, Danielle Foster, Jesse Henkin

Consultant: Jeff Baird

1. Roll Call, Call the Meeting to Order.

Kevin Wolf called the meeting to order at 7:03 P.M.

2. Approval of Agenda.

A motion was made by Eileen Samitz to approve the agenda. Lucas Frerichs seconded the motion and the Committee approved the agenda by consensus.

3. Approval of Summary Minutes.

A motion was made by Bob Traverso to approve the summary minutes of the March 22, 2007 meeting. Kevin Wolf seconded the motion and the Committee approved the minutes by consensus.

4. Public Comment.

There were no public comments.

5. Finalize Community Workshop #1 Approach.

Jeff Baird explained that the purpose of the workshop is to get feedback on certain factors of importance when considering a potential site. Mark Siegler stressed that the focus of the workshop should not be on considering specific sites, but instead looking at important factors when considering sites as a whole. Questions were raised by Bob Traverso regarding the map of potential sites not including some sites that would make sense from a logical planning perspective. Staff agreed that additional sites could be added, such as the site in the northwest area that would form a contiguous

area for planning consideration. Committee members were asked to volunteer to run a station at the community workshop. The following is a list of the volunteers and which station they agreed to run. Committee members intend to be present for the entire evening unless otherwise specified.

- Orientation Station – Kevin Wolf, Mark Siegler
- Community Resources and Environmental Health Station- Pam Gunnell, Ellen Shields (7:15-9 pm)
- Community Economy and Fiscal Stability- Mark Spencer, Mike Harrington, Bob Traverso
- Community Facilities and Services Station- Norma Turner, Jay Gerber (8-9 pm)
- Community Form, Land Use, Housing Station- Maynard Skinner, Eileen Samitz, Lucas Frerichs
- Housing Sites and Comments- Danielle Foster, Bob Wolcott

The question was also raised regarding how to reach the community and publicize this event. Committee members made suggestions that were recorded by Jeff Baird (see attached documents). It was also requested that future workshops be held in a more accessible and better known location.

6. Finalize Working Draft of Site Worksheet.

The Working Draft of the Site Worksheet was presented by staff. Staff stated that the worksheet outlines the information and factors to consider when looking at the feasibility, and opportunities of any potential housing site. The Committee raised questions about the clarity of the factors and added additional factors. Mark Siegler stated that before ranking of sites could take place it would be crucial to see all of the potential housing sites. It was also suggested by Pam Gunnell that factors be separated into objective versus subjective categories so as not to be confusing during review of the sites. (A summary of the Committee's suggested changes and additions is in the attached documents.)

7. Finalize Working Draft List of Potential Sites.

Kevin Wolf suggested that the Committee move this item to the May 31, 2007 meeting and the Committee agreed.

8. Feedback on Draft Scope of a Housing Needs Analysis.

Mark Siegler suggested that in order to properly assess what type of housing needs to be built in Davis, staff needs to complete further analysis of whether Davis is currently providing for the City's housing needs based on its recent internal housing needs analysis. Other Committee members raised concerns of cost and time constraints that make analysis difficult to conduct. The Committee agreed that in addition to the Housing Needs Analysis, it would be useful to gain additional information in the following areas: traffic issues and noise impact.

9. Written Communications.

There were no written communications submitted.

10. Check-in and Preparation for Future Agendas.

Two items were added to the agenda. First, scheduling of future workshops and second, further discussion and proposals on how to complete a bus tour of the potential housing sites in an equitable manner.

11. Adjournment, Next Scheduled Meeting Date.

A motion to adjourn was made by Maynard Skinner and seconded by Eileen Samitz. By unanimous agreement the meeting was adjourned at approximately 9:20 P.M. The next meeting is scheduled for May 31, 2007 at the Police Department Community Room, 2500 Fifth Street.

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Focused General Plan Update



Steering Committee Meeting #5 19 April 2007

Summary of Agenda Item #5

Finalize Community Workshop #1 Approach

Overview

The purpose of the discussion under Item #5 of the Steering Committee's April 19, 2007 meeting was to review the approach for Community Workshop #1. Materials were prepared by staff for review with the Steering Committee. In addition, a sign-up sheet was passed around to Steering Committee members to sign-up for participation at the workshop.

Steering Committee discussion then followed under the topics listed below. It was decided that an "open house" format would be appropriate for the first workshop. The summary below includes comments noted on a large-wall-graphic (*see attached*).

Community Outreach About the Workshop

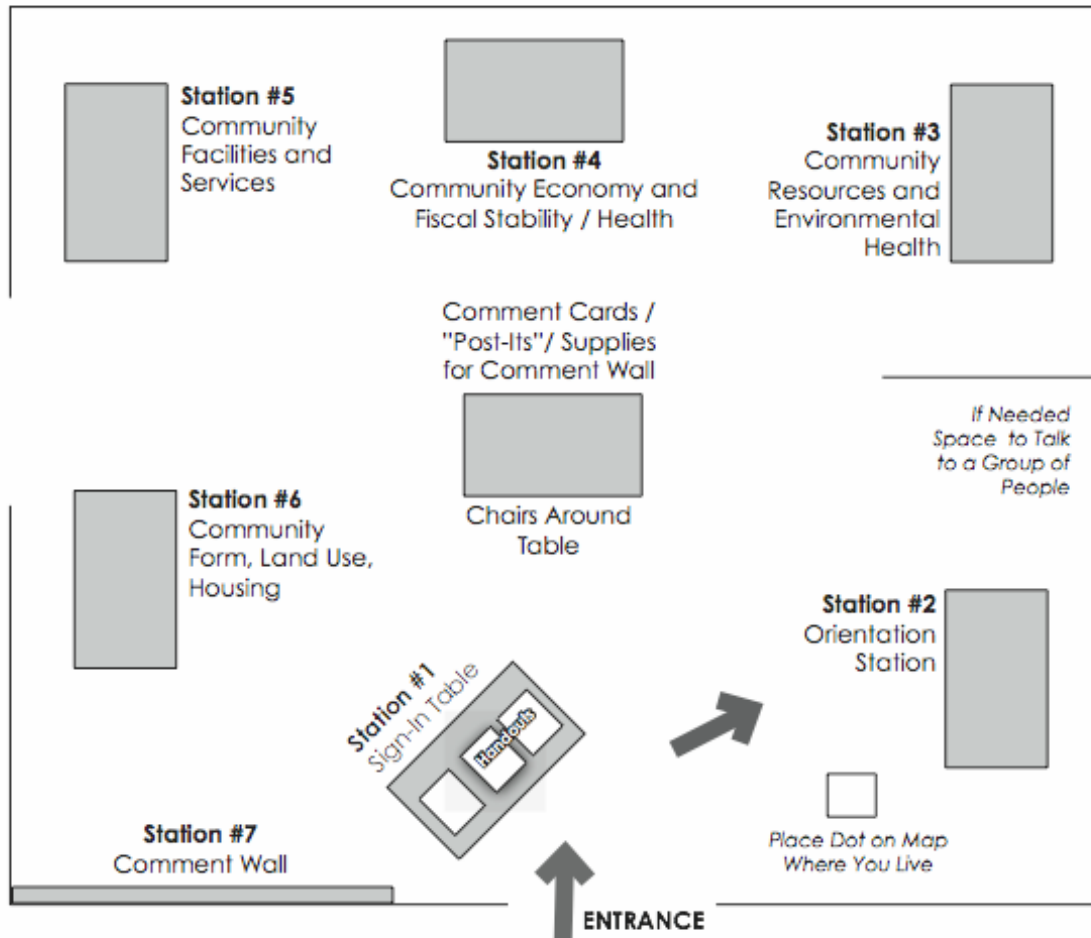
- 1.1 Notify neighborhood associations.
- 1.2 Notify the newspaper (press release) so they can do a feature story on the project, and provide a "letter to the editor" from the Steering Committee Chair and Vice-Chair (Kevin and Mark).
- 1.3 Prepare a flyer for the workshop.
- 1.4 Send out notice in PTA (schools) newsletter.
- 1.5 Contact business associations.
- 1.6 Provide information (flyer) at the farmer's market.
- 1.7 Include a notice on cable television.

Planning for the Workshop

- 2.1 Color-code the dots corresponding to each of the stations.

- 2.2 Schedule all future workshops at the next Steering Committee meeting.
- 2.3 Make it clear that the "Comment Wall" map is only intended to identify any additional potential sites for housing and is not intended for comments on specific sites (*Note: Danielle will be at this station to explain the purposes of the map*).
- 2.4 Provide the layout below for the workshop

Teen Center Basement Layout for Open House



Summary of Agenda Item #6 Finalize Working Draft of Site Worksheet

Overview

The purpose of the discussion under Item #6 of the Steering Committee's April 19, 2007 meeting was to review the "Working Draft Site Worksheet" prepared by staff. The purpose of the worksheet will be for use in the future to compile information about potential sites for housing. The "Working Draft Site Worksheet," as included in the Steering Committee's meeting packet, contains (1) Background Information, (2) Assessment Factors, (3) Development Potential and Issues, (4) Considerations for Development Conditions, and (5) Informational Needs, Overall Objectives, and Implementation Actions.

Steering Committee discussion then followed under the topics listed below. The majority of the discussion focused on the Assessment Factors (pages 2 and 3 of the "Working Draft Site Worksheet") as these would be presented for feedback at the Community Workshop/Open House.

Overall Comments on the Site Worksheet/Open House Wall Sheets

- 3.1 Differentiate "facts" about a particular site from "qualitative" conclusions.
- 3.2 Include on the first page of the worksheet whether or not a Measure J vote is needed.
- 3.3 Establish a timing of development classification for each site - estimating when development of the site could or might occur.

Overall Comments on the Open House Wall Sheets

- 4.1 Include a column on all of the Assessment Factors wall sheets at the Open House that summarizes and provides a clear linkage between current General Plan policy and each of the items identified,
- 4.2 On each of the Assessment Factors wall sheets provide examples of the issues covered, such as was done on the Community Facilities and Services sheet.
- 4.3 As needed, provide definitions of planning terms so there is no confusion (e.g. "brownfields").
- 4.4 Make sure all factors are presented in a similar manner and make them all positive statements to avoid biasing the results.
- 4.5 Pre-test the dot exercise to make sure items are clearly understood.
- 4.6 Provide a large map for the mapping station (Station #7).

Sheet 1 (Open House Station #3 - see Open House Layout) Community Resources and Environmental Health

- 5.1 Define "prime agricultural land."

- 5.2 Include both impact on and availability of water resources.
- 5.3 Define a "brownfield site."

Sheet 2 (Open House Station #4 – see Open House Layout)
Community Economy and Fiscal Stability / Health

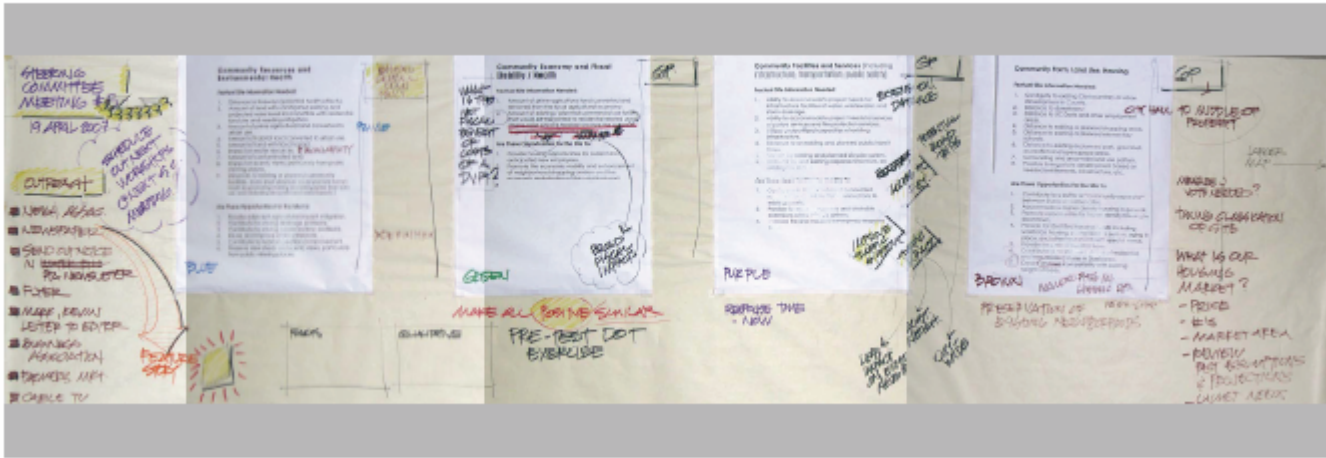
- 6.1 Address broad fiscal impacts by adding the following factor:
What is the net fiscal benefit or costs of developemt?
- 6.2 Modify item #2 under factual site information needed, as follows:
"Amount of existing / planned commercial use land that would be converted to residential related uses ~~(that is, land which is feasible and has the potential to generate revenues for the City).~~"

Sheet 3 (Open House Station #5 – see Open House Layout)
Community Facilities and Services (Including Infrastructure, Transportation, Public Safety)

- 7.1 Add a factor addressing the distances needed to extend infrastructure facilities for water, wastewater, and storm drainage.
- 7.2 Add factors addressing potential traffic impacts and benefits, including:
 - a. Potential trips.
 - b. Ease of access to the freeway and ability to lessen impacts on City streets.
 - c. Potential to improve traffic system operations.
 - d. Potential traffic impacts – Citywide and existing neighborhood conditions (both positive and negative).
- 7.3 Identify existing response times and possible future response times.

Wall-Graphic Summary of Steering Committee Discussion

Discussion of Community Workshop #1 Approach and Factors for Evaluating Potential Sites for Housing to Be Held at the Workshop (August 18, 2007)



Photos from the Steering Committee Discussion

(August 19, 2007)



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