

Memorandum

August 31, 2007

TO: General Plan / Housing Element Update Steering Committee
FROM: Staff and Consultant (Bob, Danielle and Jeff)
SUBJECT: Process and Next Steps, Including Approach For Community Workshop #2

On August 23, 2007, the Steering Committee requested that an item be placed on the agenda for the September 6, 2007 meeting to discuss the Committee's overall process and specifically the purpose and approach for Community Workshop #2.

This memo outlines:

- Where we are;
- What's next;
- Purpose and approach for Community Workshop #2; and
- What follows.

The Steering Committee is asked to review this information and provide direction to staff.

Where We Are

As shown in the "Process Phases" graphic on the next page, we are currently in Phase II which will culminate with Community Workshop #2 and the check-ins with the Planning Commission and City Council. The Steering Committee's work on Phase III will begin in January.

The Steering Committee has completed the Phase I tasks of:

- (1) *Identify and Confirm "Working" Factors to Review Sites.*
- (2) *Identify and Confirm Potential Housing Sites.*
- (3) *Conduct Workshop #1.*

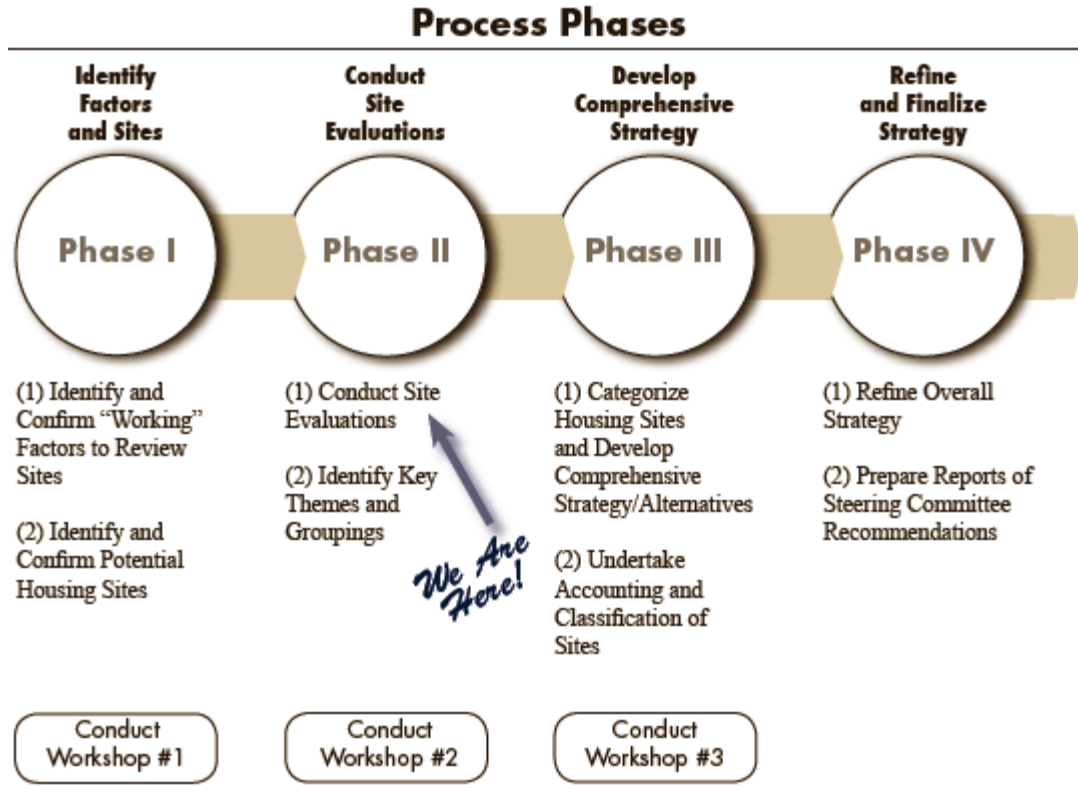
The Steering Committee is currently involved in the Phase II task of:

- (1) *Conduct Site Evaluations.*

For each site, the Committee is:

- Reviewing information on each potential housing site;
- Identifying any special planning considerations, site conditions, or additional information needed for the particular site;
- Determining whether the site should be considered for housing (and providing a relative strength of support for housing based on voting), and, if the site is determined to be a potential housing site;
- Providing preliminary direction in terms of density and the number of units at the site.

After all of the "H" Sites have been reviewed, this major task will be completed.



What’s Next

The Committee’s next task in Phase II is:

(2) *Identify Key Themes and Groupings.*

Staff and the Committee will sort the potential housing sites and develop key themes and possible groupings of sites for feedback at Community Workshop #2. Sub-tasks will involve:

- Prepare an initial sort of potential housing sites and calculate a potential range of units. Utilize our “first round” review of the sites in order to:
 - Eliminate sites that should not be considered for housing;
 - Identify sites that have strong support for housing and the reasons why; and
 - Identify an “in-between” listing of sites that either have less-than strong support for housing or may be appropriate for housing during a longer time frame.
- Identify groupings or themes for potential housing sites. Based on the factors the Steering Committee has identified in discussing potential housing sites, and Community Workshop #1 results, staff will begin packaging like sites together based on the themes and direction provided.

These “packages” will then be reviewed by the Steering Committee and confirmed for use at Community Workshop #2 for community feedback. We will also prepare information for the Steering Committee on how the feedback from Community Workshop #1 has been used in the packaging of sites.

At the Committee meeting on September 6, 2007, staff will attempt to provide examples (for illustrative purposes only) of how we might “package” sites. Staff can draft groupings of

sites based on themes that have emerged from the Steering Community discussion and voting, as well as Community Workshop #1 input. For instance, factors that might support housing at a site, such as distance to downtown, compatibility with adjacent uses, proximity to schools, transit, parks, etc., would be part of those groupings. We would also package sites that may not be available in the near term or are generally not supported for housing by the identified factors.

- Develop a policy direction for the “H” sites. In addition to the specific review of each “H” site, staff believes it might be useful to develop and obtain feedback on how the “H” sites might be prioritized AND the reasons / factors / criteria supporting how the sites might be prioritized. We also believe that obtaining community comment on alternatives that may be considered for the “H” sites would also be useful.

This policy direction would be used by the Steering Committee as part of developing key themes and grouping of potential housing sites for review at Community Workshop #2.

Purpose and Approach For Community Workshop #2

The final task in Phase II is to conduct Community Workshop #2. The purposes and intent of the workshop, as we see it at this point, are to:

- Link with input from Community Workshop #1. Bring back to the community what we heard at Community Workshop #1 and describe how we have used the Workshop #1 results.
- Provide information about the process. Provide an opportunity to describe where we are in the process, the purposes of Workshop #2, and the next steps in the process.
- Obtain feedback on potential housing sites through site “packages.” Provide the community an opportunity to give the Steering Committee feedback on the viability of potential housing sites through the presentation of site packages / groupings / themes as discussed above.
- Obtain further feedback confirming important factors to select housing sites. Provide the community with an opportunity to give the Steering Committee further feedback on important factors guiding the selection of viable housing sites.

What Follows

Following Community Workshop #2 (beginning in January), the Steering Committee will continue with:

Phase III - Develop Comprehensive Strategy, consisting of the tasks of:

- (1) *Categorize Housing Sites and Develop Comprehensive Strategy / Alternatives.*
- (2) *Undertake Accounting and Classification of Sites.*
- (3) *Conduct Workshop #3.*

Phase IV - Refine and Finalize Strategy, consisting of the tasks of:

- (1) *Refine Overall Strategy.*
- (2) *Prepare Reports of Steering Committee Recommendations.*

The Steering Committee will focus on how all potential housing sites from a comprehensive and strategic perspective. This will include:

- Background material and analysis. Information will be provided, as is possible to obtain, to undertake a more comprehensive view of potential housing sites. Examples include the findings of the Housing Needs Study, information requested by the Steering Committee, etc.
- Refine housing sites and numbers (types and densities). The above information and other materials, as well as the feedback from Community Workshop #2 and the Planning Commission/City Council check-in, would enable the Steering Committee to begin to strategically allocate housing numbers to specific sites as appropriate for RHNA and the local 1% growth policy. This will also be the Steering Committee's opportunity to revisit all of the sites from a more comprehensive perspective.
- Develop a strategic sorting of sites. Depending upon the Committee's consensus and direction from the City Council at the next check-in, possibly categorize sites as:
 - "Near-term" sites that have been built, approved, or are currently available for development during this planning period;
 - "Medium-term" sites that could be made available during the 2008-2013 period with minimal planning action/entitlements;
 - "Special circumstance" sites that require more significant planning actions/entitlements or have unique conditions/opportunities (including existing uses that need relocation);
 - "Future housing" sites or some other term for sites that may, at some point in time (possibly up to 2018), be appropriate for housing and should be considered, but are not appropriate right now; and
 - Sites "not appropriate for housing" at this point in time.

The Steering Committee's initial packaging of sites and strategies would then be the subject for review and comment at Community Workshop #3, followed by a final Steering Committee refinement before making recommendations for Planning Commission and City Council action.