



Western Riverside Council of Governments Planning Directors Committee

AGENDA

**Thursday, December 10, 2020
9:30 a.m.**

**Western Riverside Council of Governments
3390 University Avenue, Suite 200
Riverside, CA 92501**

**WRCOG's OFFICE IS CURRENTLY CLOSED TO THE PUBLIC DUE TO COVID-19
AND STAFF ARE WORKING REMOTELY**

**Members of the public are encouraged to participate in this meeting via Zoom
(see meeting information below)**

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**Meeting ID: 880 5069 1063
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SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 (issued March 17, 2020) in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020). This new order states that WRCOG does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows WRCOG to hold Committee meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically.

To follow the Order issued by the Governor, the Planning Directors Committee meeting scheduled for Thursday, December 10, 2020, at 9:30 a.m. will be held via video and teleconference and any members of the public can attend electronically. Members of the public may send public comments by emailing snelson@wrcog.us, or calling (951) 405-6703 before or during the meeting, prior to the close of public comment.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact Suzy Nelson prior to 9:30 a.m. on December 8, 2020, at (951) 405-6703 or snelson@wrcog.us.

The Planning Directors Committee may take any action on any item listed on the agenda, regardless of the Requested Action.

1. CALL TO ORDER (John Hildebrand, Chair)

2. PLEDGE OF ALLEGIENCE

3. ROLL CALL

4. PUBLIC COMMENTS

At this time members of the public can address the Planning Directors Committee regarding any items with the subject matter jurisdiction of the Committee that are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Whenever possible, lengthy testimony should be presented to the Committee in writing and only pertinent points presented orally.

5. CONSENT CALENDAR

All items listed under the Consent Calendar are considered to be routine and may be enacted by one motion. Prior to the motion to consider any action by the Committee, any public comments on any of the Consent Items will be heard. There will be no separate action unless members of the Committee request specific items be removed from the Consent Calendar.

A. Summary Minutes from the October 8, 2020, Planning Directors Committee Meeting are Available for Consideration. P. 1

Requested Action: 1. *Approve Summary Minutes from the October 8, 2020, Planning Directors Committee meeting.*

B. Approval of the Planning Directors Committee 2021 Meeting Schedule P. 5

Requested Action: 1. *Approve the schedule of Planning Directors Committee meetings for 2021.*

6. REPORTS / DISCUSSION

A. California Department of Housing and Community Development (HCD) Local Early Action Planning (LEAP) Grant Program Technical Assistance Colin Drukker, PlaceWorks P. 7

Requested Action: 1. *Receive and file.*

B. TUMF Accessory Dwelling Unit Policy and Credit Agreement Process Update Ivana Medina, WRCOG P. 9

Requested Action: 1. *Receive and file.*

C. Regional Housing Needs Assessment (RHNA) Process Update Meg Healy, SCAG P. 11

Requested Action: 1. *Receive and file.*

Requested Action: 1. Receive and file.

7. REPORT FROM THE DIRECTOR OF TRANSPORTATION & PLANNING

8. ITEMS FOR FUTURE AGENDAS

Members

Members are invited to suggest additional items to be brought forward for discussion at future Planning Directors Committee meetings.

9. GENERAL ANNOUNCEMENTS

Members

Members are invited to announce items / activities which may be of general interest to the Planning Directors Committee.

10. NEXT MEETING: The next Planning Directors Committee meeting is scheduled for Thursday, January 14, 2021, at 9:30 a.m. on the Zoom platform.

11. ADJOURNMENT

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1. CALL TO ORDER

The meeting of the Planning Directors Committee was called to order at 9:33 a.m. by Chairman John Hildebrand, on the Zoom platform.

2. ROLL CALL

Members present:

Christina Taylor, City of Beaumont (10:45 a.m. departure)
Dan Fairbanks, City of Calimesa
Joanne Coletta, City of Corona
Tamara Campbell, City of Jurupa Valley
Richard MacHott, City of Lake Elsinore
Cheryl Kitzerow, City of Menifee
Patty Nevins, City of Moreno Valley
Jarett Ramaiya, City of Murrieta
Kenneth Phung, City of Perris
David Murray, City of Riverside
Travis Randel, City of San Jacinto
Luke Watson, City of Temecula (10:45 a.m. departure)
Matt Bassi, City of Wildomar
John Hildebrand, County of Riverside, Chairman
Mathew Evans, March JPA
Jennifer Nguyen, Riverside Transit Agency (10:45 a.m. departure)

3. PUBLIC COMMENTS

None.

4. SELECTION OF PLANNING DIRECTORS COMMITTEE 2ND VICE-CHAIR POSITION FOR FISCAL YEAR 2020/2021

Action: *The Planning Directors Committee selected Cheryl Kitzerow, City of Menifee, as 2nd Vice-Chair positions for Fiscal Year 2020/2021.*

(San Jacinto / Lake Elsinore) 16 yes; 0 no; 0 abstentions. Item 4 was approved. Representatives from the Cities of Banning, Canyon Lake, Eastvale, Hemet, and Norco, and the Western Municipal Water District were not present.

5. CONSENT CALENDAR – *(San Jacinto / Perris) 16 yes; 0 no; 0 abstentions. Items 5.A and 5.B were approved. Representatives from the Cities of Banning, Canyon Lake, Eastvale, Hemet, and Norco, and the Western Municipal Water District were not present.*

A. Summary Minutes from the August 13, 2020, Planning Directors Committee Meeting are Available for Consideration.

Action: 1. *Approved the Summary Minutes from the August 13, 2020, Planning Directors Committee meeting.*

B. WRCOG Committees and Agency Activities Update

Action: 1. *Received and filed.*

6. REPORTS / DISCUSSION

A. Southern California Freight Strategy

Consultants Dike Ahanotu with CPCS, and Jolene Hayes with Fehr & Peers, provided an overview of the preliminary results of the Southern California Freight Strategy (SCFS), as well as the project timeline. The SCFS provides a regional perspective on goods movement travel demands, freight sustainability challenges, and opportunities for innovative solutions in San Bernardino, Riverside, Los Angeles, Orange, and Ventura Counties. The consultant team conducted a comprehensive review of previous studies and conducted a draft analysis of freight flows across the trucking, rail, marine, and air cargo modes, while ensuring consistency with the California Freight Mobility Plan and California Executive Order 1919. Anticipated completion for this project is February 2021.

Action: 1. *Received and filed.*

B. SCAG Sustainable Communities Program Active Transportation & Safety Call for Applications

Cory Wilkerson, Program Manager with the Southern California Association of Governments (SCAG), presented on the Sustainable Communities Program Active Transportation & Safety (AT&S) Call for Applications. The AT&S will fund Active Transportation projects, such as Community-wide Bicycle or Pedestrian Master Plans, Community-wide Active Transportation Master Plans, or First-Last Mile Plans (active transportation improvements only). The AT&S will also fund Transportation Safety Focused Plans, such as local road safety plans, complete streets safety assessments, or safe routes plans, Infrastructure Demonstration Projects (“Quick Build”), such as active transportation infrastructure (protected bike lane, bulb-outs, curb extensions), multimodal infrastructure integration (dedicated bus pilot lanes and transit integration with active transportation infrastructure), or public pedestrian plazas. Lastly, the AT&S will also fund Network Visioning and Implementation.

SCAG is offering two webinars to assist agencies in preparing applications, provide a forum to answer questions, and to provide additional information and examples for each project type. The first webinar was held on October 7, 2020, and the second one is scheduled for October 21, 2020, from 10:00 a.m. – 12:00 p.m. Registration is required and Zoom meeting information will be provided upon registration.

Action: 1. *Received and filed.*

C. SoCalGas Partnership – Local Climate Action and Adaptation Plan Elements for Decarbonization and Resilience

Geoffrey Danker, Policy and Planning Manager with SoCalGas Company, and Gerald Braun, Director of the Integrated Renewable Energy Systems Network, presented an integrative approach for decarbonization and resilience in the preparation of long-range planning efforts, such as General Plans or Climate Action and Adaptation Plans.

The presentation touched upon how local production of renewable natural gas and hydrogen may be substituted for current sources of natural gas and the different options for resilient local power for critical services and communities.

Action: 1. *Received and filed.*

D. State Housing Legislation Update

Bill Blankenship, President of WB Consulting, provided a summary surrounding current activities in the legislature. The State Legislature has concluded the 2020 session and out of the 200 bills introduced, only 18 were signed. Key bills to keep an eye on are Assembly Bill (AB) 725, AB 1561, AB 1851 and AB 2345.

Staff considers AB 1561 to have the greatest impact to member jurisdictions and is further analyzing this bill to determine its overall impact to WRCOG member jurisdictions, and will be providing additional information during the next meeting.

Action: 1. *Received and filed.*

E. GIS and Transportation Modeling Services Bureau Initiative

Cameron Brown, WRCOG Program Manager, presented on the new GIS and Transportation Modeling Services and the development of guidelines for its implementation. GIS and Transportation Modeling are common requests that some agencies do not have resources and/or staff to implement. WRCOG can fill that gap, especially for its smaller jurisdictions that do not have GIS capabilities.

The proposed work plan for the GIS and Traffic Modeling Services Bureau includes outreach with members of the Public Works and Planning Directors Committees to identify specific areas of assistance related to GIS and Traffic Modeling that would be most useful. A list of proposed guidelines were presented.

Next steps include implementing guidelines, focusing on initial outreach, and preparing WRCOG's systems to handle GIS and Traffic Modeling requests. Staff will be reaching out to members of the Committee to apprise each jurisdiction of the new service opportunities when available.

Action: 1. *Recommended that the Executive Committee approve the proposed guidelines for the new GIS and Transportation Modeling Services.*

(March JPA / San Jacinto) 13 yes; 0 no; 0 abstention. Item 6.E was approved. Representatives from the Cities of Banning, Beaumont, Canyon Lake, Eastvale, Hemet, Norco, and Temecula, and the Western Municipal Water District and Riverside Transit Agency were not present.

7. REPORT FROM THE DIRECTOR OF TRANSPORTATION & PLANNING

Chris Gray shared that the next Future Forward webinar will take place on Thursday, October 29, 2020, from 9:00 a.m. to 10:00 a.m. and will include discussions on "The Future of the Office."

8. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

9. GENERAL ANNOUNCEMENTS

There were no general announcements.

10. NEXT MEETING: The next Planning Directors Committee meeting is scheduled for Thursday, November 12, 2020, at 9:30 a.m., on the Zoom platform.

11. ADJOURNMENT: The meeting of the Planning Directors Committee adjourned at 11:05 a.m.

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Western Riverside Council of Governments Planning Directors Committee

Staff Report

Subject: Approval of the Planning Directors Committee 2021 Meeting Schedule

Contact: Chris Gray, Director of Transportation & Planning, cgray@wrcog.us, (951) 405-6710

Date: December 9, 2020

The purpose of this item is to provide and obtain approval of a meeting schedule for 2021.

Requested Action:

1. Approve the schedule of Planning Directors Committee meetings for 2021.

Below are the proposed 2021 meeting dates for Planning Directors Committee meetings. All meeting dates are proposed for the second Thursday of the month and are scheduled to begin at 9:30 a.m., virtually, until further notice.

	Day	Time	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Planning Directors Committee	2nd Thurs.	9:30 a.m.	14	11	11	8	13	10	8	12	9	14	Cancelled	9

Prior Action:

None.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors Committee

Staff Report

Subject: California Department of Housing and Community Development (HCD) Local Early Action Planning (LEAP) Grant Program Technical Assistance

Contact: Colin Drukker, PlaceWorks, cdrukker@placeworks.com, (714) 966-9220

Date: December 10, 2020

The purpose of this item is to provide an update on the technical assistance that HCD will be offering through the LEAP grant program.

Requested Action:

1. Receive and file.

HCD will be offering technical assistance to jurisdictions as part of the LEAP Grant Program. The project team working on developing the technical assistance developed a survey in order to identify and prioritize more specific forms of technical assistance in preparing plans and processes that facilitate housing production. This survey was sent to members of the Committee by WRCOG staff for jurisdictions to provide feedback to ensure the subregion is receiving the most benefit out of the technical assistance resources provided. HCD and its project team will provide an update and present the feedback received from the jurisdictions in Western Riverside County.

Prior Action:

None.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

None.

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Western Riverside Council of Governments Planning Director Committee

Staff Report

Subject: TUMF Accessory Dwelling Unit Policy and Credit Agreement Process Update

Contact: Ivana Medina, Staff Analyst, imedina@wrcoq.us, (951) 405-6753

Date: December 10, 2020

The purpose of this item is to provide an update on TUMF Accessory Dwelling Units (ADU) Policy and the credit agreement process.

Requested Action:

1. Receive and file.

WRCOG's Transportation Uniform Mitigation Fee (TUMF) Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in western Riverside County. Each of WRCOG's member jurisdictions and the March JPA participates in the Program through an adopted ordinance, collects fees from new development, and remits the fees to WRCOG.

TUMF ADU Policy

The TUMF Program currently exempts ADUs, also known as "Guest Dwellings" and "Detached Second Units." In the TUMF Administrative Plan, the criteria for the exemption follows state guidelines and are defined as follows:

- 1) The second unit is not intended for sale and may be rented;
- 2) The lot is zoned for single-family dwellings;
- 3) The lot contains an existing single-family dwelling;
- 4) The second unit is either attached to the existing dwelling and located within the living area of the existing dwelling or detached from the existing dwelling and located on the same lot as the existing dwelling; and
- 5) Are ministerially administered by each jurisdictions' local codes.

Based on criteria number five, WRCOG has deferred to each local jurisdiction for the final determination of an ADU exemption. While some jurisdictions have a max square footage for an ADU size, others may not. This difference can mean that an ADU in city X would be considered exempt while in city Y it would not be considered exempt. Staff is seeking input regarding if the current policy of deferring to the jurisdiction on final ADU determination should remain, or if a uniform max square footage should be established for ADU's to be exempt from the fee.

Credit Agreement Process

The TUMF Ordinance has a provision that if a developer constructs a TUMF facility, the developer will receive credit against its TUMF obligation for the project improvements. There are four common questions staff receive about the credit agreement process.

- 1) What fee is to be charged when drawing credit?

For non-credit agreement projects, the fee in effect at the time the developer pays (from issuance of building permit to certificate of occupancy) is the correct fee. For credit agreements, the fee in effect when the building permit is pulled is the fee that should be paid.

2) Is the jurisdiction responsible for tracking the drawdown of credits?

Yes, jurisdictions are responsible for tracking credit pulled for a project. Currently, there is no formal reporting requirement. WRCOG will bring forward a future item that requires jurisdictions submit quarterly credit tracking sheets.

3) Can WRCOG review credit agreements?

Yes, WRCOG will review credit agreements before finalization. There is a credit agreement template for jurisdictions to utilize in the creation of credit agreements. The credit agreement template is under review and if any changes are made or suggested staff will re-distribute once it is finalized.

4) If a jurisdiction is using the online portal, do developers who have credit agreements need to submit projects through the portal?

Yes, the jurisdiction should refer the developer to the portal when pulling permits for each phase. This will provide another means of tracking the credit amount issued.

Prior Action:

None.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

None.



Western Riverside Council of Governments Planning Directors Committee

Staff Report

Subject: Regional Housing Needs Assessment (RHNA) Process Update

Contact: Meg Healy, Assistant Regional Planner, Southern California Association of Governments, healy@scag.ca.gov, (213) 236-1959

Date: December 10, 2020

The purpose of this item is to provide an update on the Southern California Association of Governments (SCAG) Regional Housing Needs Assessment (RHNA) process.

Requested Action:

1. Receive and file.
-

SCAG staff will provide an update on the RHNA process. SCAG has confirmed the first date of the RHNA Appeals Hearing of Monday, December 21, 2020, from 9:00 a.m. to 3:00 p.m., and will include all Riverside County jurisdictions that have filed appeals. All information will be posted on SCAG's RHNA webpage at <http://www.scag.ca.gov/programs/pages/housing.aspx>.

Prior Action:

None.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

None.

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Western Riverside Council of Governments Planning Directors Committee

Staff Report

Subject: State Housing Legislation Update

Contact: Chris Gray, Director of Transportation & Planning, cgray@wrcog.us, (951) 405-6710

Date: December 10, 2020

The purpose of this item is to provide an update on housing and planning-related legislation during the most recent Legislative Session, which has recently concluded.

Requested Action:

1. Receive and file.

During the October 8, 2020, Planning Directors Committee meeting, WRCOG staff provided an update on key housing-related legislation which was passed by the California Legislature and then signed by the Governor. Of the bills discussed during that update, one of the bills, Assembly Bill (AB) 1561, was noted as likely having the greatest impact on WRCOG's member jurisdictions.

Subsequent to that meeting, staff was contacted by several member jurisdictions requesting additional information regarding AB 1561. The key aspect of AB 1561 is that it extends by 18 months the expiration of any housing entitlement that was in effect on March 4, 2020, and would expire prior to December 31, 2021.

The applicable text of AB 1561 is as follows:

This bill would extend by 18 months the period for the expiration, effectuation, or utilization of a housing entitlement, as defined, that was issued before, and was in effect on, March 4, 2020, and that will expire before December 31, 2021, except as specified. The bill would also provide that if the state or a local agency extends, on or after March 4, 2020, but before the effective date of the bill, the otherwise applicable time for the expiration, effectuation, or utilization of a housing entitlement for not less than 18 months and pursuant to the same conditions provided by this bill, that housing entitlement shall not be extended an additional 18 months pursuant to this bill. This bill clarifies that nothing in these provisions is intended to preclude a local government from exercising its existing authority to provide an extension to an entitlement.

One of the questions staff received about AB 1561 was in regard to building permits, specifically whether the extension would apply to residential building permits as well. Research into this specific item determined that the legislation did not specifically note as to whether building permits were to be included in the automatic extension; however, further discussions with legislative staff seems to imply that extending a building permit would be consistent with the intent of the legislation.

Because of the lack of certainty, staff therefore recommend that each of member jurisdiction develop a consistent policy as to whether residential building permits are to be provided the same extension as other housing entitlements. While the law does seem to provide flexibility to each agency, having a consistent policy across that agency would seem to be the optimal approach.

Prior Action:

October 8, 2020: The Planning Directors Committee received and filed.

Fiscal Impact:

This item is for informational purposes only; therefore, there is no fiscal impact.

Attachment:

None.