



LEAGUE OF  
**CALIFORNIA  
CITIES**

# Planning Commissioners ACADEMY



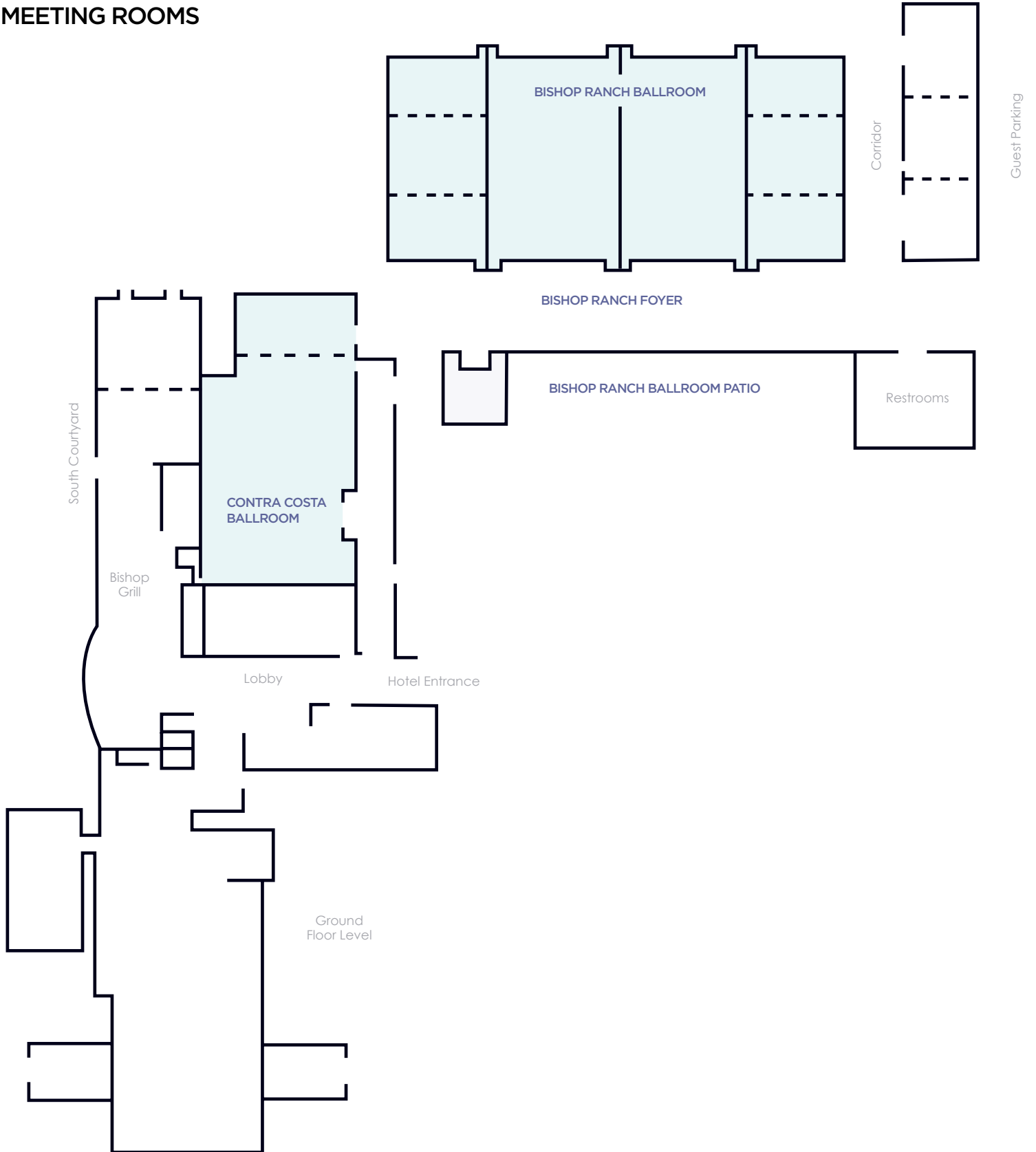
**San Ramon, CA**

**March 16 - 18, 2022**

Find session materials online at  
[www.calcities.org/PCA](http://www.calcities.org/PCA)

Wi-Fi is provided to access session materials.  
**Network:** MarriottBonvoy\_Conference  
**Passcode:** PCA2022

# MEETING ROOMS



# WEDNESDAY, MARCH 16

9:00 a.m. - 5:30 p.m.

## Registration Open

Bishop Ranch Foyer

10:00 a.m. - 12:00 p.m.

## City Center Walking Tour

*Advanced registration required; limited to 20 attendees*

Explore San Ramon's new downtown area on this guided group tour and get an inside look at the latest developments since the 2016 Planning Commissioners Academy. Experience the new 300,000 square foot City Center, designed by Renzo Piano Building Workshop, which opened in the fall of 2018 and offers a range of dining, shopping, and entertainment options. Learn about planned updates to the Bishop Ranch Business Park with the recently approved CityWalk Master Plan which will guide the development of residential and commercial uses, along with public amenities within the Master Plan area, to complement and support City Center Bishop Ranch. The buildout of the Master Plan envisions the addition of up to 4,500 dwelling units over 25 years, a 169-key hotel, 166,000 square feet of commercial uses, and more than 38 acres of parkland.

**Tour Guides:** *Lauren Barr, Planning Manager, San Ramon*

*Jeff Dodd, Senior Vice President, Retail, Sunset Development Company*

*Jerry Engen, Senior Vice President, Development and Construction, Sunset Development*

10:00 a.m. - 12:00 p.m.

## Pre-Conference Workshops

*Take this opportunity to complete one of your state-mandated biennial trainings before the conference officially kicks off. Sign-in will begin 30 minutes prior to the session, and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once sessions begin.*

### Understanding Public Service Ethics Laws and Principles (AB 1234)

Bishop Ranch Ballroom

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a public servant. Join us to learn from an expert on how to navigate ethics laws and principles.

**Speaker:** *Nicholaus Norvell, Partner, Best Best & Krieger LLP*

### Harassment Prevention Training for Supervisors and Officials (AB 1661)

Contra Costa Ballroom

This informational and interactive workplace harassment prevention training will focus on current and emerging issues, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825, AB 2053, AB 1661 and SB 396.

**Speaker:** *Heather R. Coffman, Associate, Liebert Cassidy Whitmore*

*The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881*

12:00 - 1:00 p.m.

## Lunch On Your Own

# WEDNESDAY, MARCH 16

1:00 - 2:30 p.m.

## Opening General Session

Bishop Ranch Ballroom

### Welcoming Remarks

*Debbie Chamberlain, President, Planning and Community Development Department and Community Development Director, San Ramon*

*David Hudson, Mayor, San Ramon*

### Creating a City Where People Want to Live: Why Working Together is so Important

Great places and great cities don't happen by accident. They are purposeful. Full of examples and anecdotes, this keynote shares the important role that planning staff and planning commissioners play in improving the quality of life of their communities. Building relationships, listening, and establishing expectations are important components of an effective planning process that can lead to a meaningful experience for all involved.

**Keynote Speaker:** *Mick Cornett, Mayor of Oklahoma City, 2004-2018*

### *Fundamentals*

2:45 - 4:00 p.m.

## Planning Commission 101: The Nuts and Bolts of Planning

Contra Costa Ballroom

*Concurrent Session*

Commissioners will learn the basics about planning laws, typical planning documents, and how they fit together. Speakers who have worked as planning staff, planning commissioners, and consultants will introduce the nuts and bolts of general plans, housing elements, specific plans, zoning codes, subdivision ordinances, design review, and the California Environmental Quality Act (CEQA). Understand the typical project review and decision-making processes that commissioners need to be successful. Participants will also learn how plans, codes, and regulations can be written to ensure that principles of sustainability, equity, and community-building are incorporated in new development.

**Moderator and Speaker:** *David Early, Senior Advisor, PlaceWorks*

**Speakers:** *Anders Hauge, Planning Commission Member, Placer County*  
*Marc Roberts, City Manager, Livermore*

### *Emerging Issues*

2:45 - 4:00 p.m.

## An Irregular Meeting of the City of Dysfunction Junction Planning Commission

Bishop Ranch Ballroom

*Concurrent Session*

Enjoy a popular depiction of a planning commission meeting gone awry and learn from its mistakes.

**Facilitators:** *Christi Hogin, City Attorney, Best Best & Krieger LLP*

*Michael Jenkins, Of Counsel, Best Best & Krieger LLP*

# WEDNESDAY, MARCH 16

4:15 - 5:30 p.m.  
Concurrent Session

## *Fundamentals*

### **CEQA: An Introduction**

Bishop Ranch Ballroom

Hear an introduction about the role of the California Environmental Quality Act (CEQA) in the planning process, as we cover the basics in this dynamic session. Join us as we pull back the curtain on parts of the process, including the types of documents you will see, how environmental decisions are made, and the responsibilities of staff and the commission at each stage in the process. The tools and approaches taken by those who prepare the documents for your review will also be discussed, with an opportunity to ask questions throughout the session.

**Moderator and Speaker:** Mark Teague, Managing Principal, PlaceWorks

**Speaker:** Shannon George, Vice President/Principal, David J. Powers & Associates

4:15 - 5:30 p.m.  
Concurrent Session

## *Emerging Issues*

### **Tools for the Trade: New Resources for Planning Commissioners**

Contra Costa Ballroom

Planning commissioners must balance the needs of their city, the vision of their community members, and state and local regulations while making decisions that are in the best interest of all they serve. To effectively do this, planning commissioners must be fast learners and seek out resources to become more effective leaders. Join a panel of planning experts to hear about emerging issues and trends in the planning field and new resources that can help you do your job better and with more confidence.

**Moderator:** Melissa Kuehne, Senior Program Manager, Institute for Local Government

**Speakers:** Tyrone Buckley, Assistant Deputy Director of Fair Housing, Department of Housing and Community Development

Jenni Byers, Community Development Director, Lakeport

Eric Nelson, Department Director, Planning and Community Development Department and Planning Commissioner, Dana Point

5:30 - 6:30 p.m.

### **Networking Reception**

Bishop Ranch Foyer and Patio

After a full afternoon of education, relax and enjoy some light hors d'oeuvres and refreshments while networking with your colleagues.

## **2021 - 2022 Department Officers**

*President, Debbie Chamberlain  
Community Development Director, San Ramon*

*First Vice President, Carlos Gomez Jr.  
Planning Commissioner, Pomona*

*Department Director, Eric Nelson  
Planning Commissioner, Dana Point*

*Immediate Past President, Joel Rojas  
Development Services Director, San Juan Capistrano*

# THURSDAY, MARCH 17

7:45 a.m. - 4:30 p.m.

**Registration Open**  
Bishop Ranch Foyer

7:45 - 8:45 a.m.

**Networking Breakfast**  
Bishop Ranch Ballroom

9:00 - 10:15 a.m.  
*General Session*

**Understanding and Navigating SB 9 in Your City**  
Bishop Ranch Ballroom

SB 9 (Atkins, 2021) allows "upzoning" of single-family neighborhoods irrespective of zoning codes, community input, and environmental review. As planning commissioners, you may have questions: Does SB 9 override Common Interest Development or Homeowner Association restrictions? How can municipalities preserve local control? How does SB 9 interface with Accessory Dwelling Unit laws? Must a city approve eight units on a single-family lot (a duplex and two granny units on each parcel after a lot split)? Or may cities approve only four of those units? Discover the answers to these questions and more as we assist planning commissioners in navigating the intricacies of implementing SB 9.

**Moderator:** Eric Nelson, Department Director, Planning and Community Development Department and Planning Commissioner, Dana Point

**Speakers:** Joan Cox, Partner, Burke Williams & Sorensen, LLP  
Barbara Kautz, Partner, Goldfarb & Lipman LLP

## *Fundamentals*

10:30 - 11:45 a.m.  
*Concurrent Session*

**Relationship Between Planning Commission, City Council, and Planning Staff**  
Bishop Ranch Ballroom

As a city official, there will be various competing values and priorities that drive you and your colleagues within your city. Your success on the planning commission requires an effective relationship with your planning staff and city council, where everyone's values are respected and represented. Learn how to work together while cultivating each of your diverse roles.

**Moderator:** Meghan McKelvey, Department and Member Services Manager, League of California Cities

**Speakers:** Debbie Chamberlain, President, Planning and Community Development Department and Community Development Director, San Ramon

Eric Nelson, Department Director, Planning and Community Development Department and Planning Commissioner, Dana Point

David Sander, Council Member, Rancho Cordova

## *Emerging Issues*

10:30 - 11:45 a.m.  
*Concurrent Session*

**CEQA: Advanced**  
Contra Costa Ballroom

Hear an in-depth discussion on the process of crafting mitigation measures, long- and short-term impacts, and how the California Environmental Quality Act (CEQA) landscape changes with legislation, court decisions, and agency preferences. Dive into why CEQA documents look the way they do, the role of findings, and what to do with late-hit letters. Finally, some of the more technical sections of the document will be demystified. This session assumes some familiarity with CEQA.

**Moderator and Speaker:** Mark Teague, Managing Principal, PlaceWorks

**Speaker:** Shannon George, Vice President/Principal, David J. Powers & Associates

11:45 a.m. - 1:00 p.m.

**Networking Lunch**  
Bishop Ranch Ballroom

# THURSDAY, MARCH 17

1:15 - 2:30 p.m.  
General Session

## Streamlined Housing Laws and New Housing Legislation Bishop Ranch Ballroom

Learn about the recently adopted laws SB 35 (Weiner, 2017) and SB 330 (Skinner, 2019) that provide for expedited processing and approval of qualifying housing projects, review recent court cases interpreting SB 35 and the Housing Accountability Act, and provide an update on new pro-housing legislation signed by Governor Newsom, including SB 9 (Atkins, 2021) and SB 10 (Weiner, 2021). Planning commissioners are tasked with understanding how to consider and process streamlining applications. Speakers will review whether planning commissioners have the authority to approve or deny such projects and the findings that need to be made if they deny a project. Lastly, understand how the legislature has limited decision-making roles in making decisions on streamlining applications.

**Moderator:** Debbie Chamberlain, President, Planning and Community Development Department and Community Development Director, San Ramon

**Speakers:** Patricia Curtin, Attorney, Wendel Rosen LLP  
Amara Morrison, Partner, Wendel Rosen LLP

2:30 - 2:45 p.m.

## Housing Legislation Coffee Chat

Bishop Ranch Foyer and Patio

Meet Jason Rhine, League of California Cities Assistant Director of Legislative Affairs, to receive answers to your questions and learn how to get involved with housing legislation.

### *Fundamentals*

2:45 - 4:00 p.m.  
Concurrent Session

## How to Prepare Findings and Conditions of Approval

Bishop Ranch Ballroom

As a planning commissioner, your decision to approve an application is based on whether you can make the required findings and draft conditions of approval that can be implemented. Learn the reasons why findings are so important in rendering a decision on a project and what conditions of approval are and how to prepare them.

**Moderator:** Joel Rojas, Immediate Past President, Planning and Community Development Department and Development Services Director, San Juan Capistrano

**Speaker:** Patricia Curtin, Attorney, Wendel Rosen LLP

### *Emerging Issues*

2:45 - 3:05 p.m.  
Speed Session

## Post-COVID-19 Zoning Playbook: Value Capture Meets Quality of Life

Contra Costa Ballroom

The post-COVID-19 world's economy is being driven by consumer preferences and online retail, private sector investment has shifted from retail and office to residential and industrial. Urban is moving to suburban, and rooftops (housing) now yield more economic impact given work and consumer buying activity. To counter losses, sales tax, zoning, and entitlements can generate currency when used to capture value via entitlement agreements that use density and financing tools in exchange for amenities and infrastructure. Learn about the "development currency and value capture" tools that cities can use to reset local economies and maximize community and fiscal benefits through land use, zoning, and entitlement tools.

**Moderator:** Meghan McKelvey, Department and Member Services Manager, League of California Cities

**Speaker:** Larry Kosmont, Chairman and CEO, Kosmont Companies

# THURSDAY, MARCH 17

3:10 - 3:30 p.m.  
Speed Session

## *Emerging Issues*

### Wildfire Planning in the General Plan

Contra Costa Ballroom

Senate Bill (SB) 1241 (Kehoe, 2012) revised the safety element provisions in California state law which requires all cities and counties whose planning area is within the State Responsibility Area or Very High Fire Hazard Severity Zones to address and incorporate specific information regarding wildfire hazards. This includes the risk, policies, and programs to address and reduce unreasonable risks associated with wildfire. The specific requirements are codified in GC § 65302(g)(3) and 65302.5(b). Learn about this important law before a wildfire occurs in your city.

**Moderator:** Meghan McKelvey, Department and Member Services Manager, League of California Cities

**Speaker:** Brian Barkley, Fire Captain, CAL FIRE

3:35 - 3:55 p.m.  
Speed Session

## *Emerging Issues*

### Burning Questions, No Judgment

Contra Costa Ballroom

Have a question that you are afraid to ask in a public meeting, or feel that you should already know the answer to? Join us in a safe environment to receive answers to your most burning questions and hear questions from your colleagues.

**Moderator:** Meghan McKelvey, Department and Member Services Manager, League of California Cities

**Speakers:** Debbie Chamberlain, President, Planning and Community Development Department and Community Development Director, San Ramon  
Robert Combs, Planning Commissioner, Danville

4:15 - 5:30 p.m.  
General Session

### What Planners Need to Know About City Finance Today

Bishop Ranch Ballroom

Learn the essentials and the latest hot topics in city finances in a session specially geared to city planners and planning commissioners. Hear about the rules and trends in taxes, fees, and other city revenues; the relationship with the state budget; and problems and prospects for reform. Explore the valid relationship of city finances with land use planning, and get your questions answered about the most pressing fiscal issues facing cities.

**Speaker:** Michael Coleman, [CaliforniaCityFinance.com](http://CaliforniaCityFinance.com)

## Save The Dates:

2022 ANNUAL CONFERENCE AND EXPO  
SEPTEMBER 7 - 9 | LONG BEACH CONVENTION CENTER

2023 PLANNING COMMISSIONERS ACADEMY  
MARCH 29 - 31 | HYATT REGENCY ORANGE COUNTY



# FRIDAY, MARCH 18

7:45 a.m. - 12:00 p.m.

**Registration Open**  
Bishop Ranch Foyer

7:45 - 8:45 a.m.

**Networking Breakfast**  
Bishop Ranch Ballroom

9:00 - 10:15 a.m.  
*General Session*

**Legislative Update**  
Bishop Ranch Ballroom

Learn about recent bills that have passed, as well as top issues that are trending in the legislature, and their significance for planning commissioners.

**Speaker:** *Jason Rhine, Assistant Legislative Director, League of California Cities*

10:30 a.m. - 12:00 p.m.

**Closing General Session**  
Bishop Ranch Ballroom

**Closing Remarks**

*Debbie Chamberlain, President, Planning and Community Development Department and Community Development Director, San Ramon*

*Cindy Silva, President, League of California Cities and Mayor Pro Tem, Walnut Creek*

**How Planning Commissioners Can Be Leaders for Equitable and Engaged Communities**

Planning commissioners will learn how to promote equity and be inclusive leaders. In this one-and-a-half-hour talk, organizational change and leadership expert, Berké Brown, will present a research-based and human-centered approach to meaningful leadership. Equity, diversity, and inclusion have become words that are used so often that sometimes the meaning behind them loses their power. If we dig deeper and understand that it is truly about being humane and empathetic, we can turn the tide from “checking off boxes” to making small but impactful actions that create equitable communities. This workshop includes the tools and strategies — derived from the model of procedural justice — leaders can use in everyday interactions with community members to make this vision a reality.

**Keynote Speaker:** *Berké Brown, Partner, Fogbreak Justice*



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