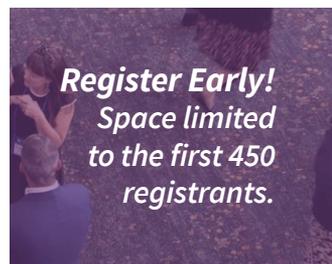


PLANNING COMMISSIONERS Academy



Register Early!
*Space limited
to the first 450
registrants.*

 Check out our mobile app

 facebook.com/leagueofcities

 @CaCities

MARCH 4 – 6, 2020

LOCATION: HYATT REGENCY SACRAMENTO

REGISTRATION AND HOUSING DEADLINE:
Tuesday, February 11, 2020 | www.cacities.org/events



Registration Open

9:00 a.m. – 5:30 p.m.

PRE-CONFERENCE TRAININGS

10:00 a.m. – Noon

Take this opportunity to complete one of your mandatory biennial state 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. *(Planned with the Institute for Local Government).*

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

Understanding Public Service Ethics Laws and Principles (AB 1234)

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 a panel of experts as they help navigate the ethics laws and principles.

Harassment Prevention Training for Supervisors and Officials (AB 1661)

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, 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 1825/2053/1661 and SB 396.

Still need to complete one of these mandatory state trainings?

These courses are offered online through webinars and at other League conferences throughout the year. For more information, visit www.cacities.org and www.ca-ilg.org. AB 1234 offered through self-study at www.ca-ilg.org/ab1234selfstudy.

Lunch on your own

For speaker information, go to www.cacities.org/PlannersEd

Sessions/Speakers are subject to change

OPENING GENERAL SESSION

1:00 – 2:30 p.m.

Join us for the official opening session of the conference. Watch for speaker details in the near future!

2:45 – 4:00 p.m. | FUNDAMENTALS

Planning Commission 101: The Nuts and Bolts of Planning

Learn the basics about planning laws, typical planning documents, and how they fit together. The nuts and bolts of general plans, housing elements, specific plans, zoning codes, subdivision ordinances, design review and the California Environmental Quality Act (CEQA) will be discussed. Presenters will walk attendees through typical project review and decision-making processes. Learn how plans, codes, and regulations can be written to ensure that principles of sustainability, equity and community-building are incorporated in new development.

2:45 – 4:00 p.m. | EMERGING ISSUES

City of Dysfunction Junction: How to Conduct an Effective and Respectful Planning Commission Meeting

Enjoy a popular and hilarious mock planning meeting skit, where you will learn some do's and don'ts for when you are seated on the dais.

4:15 – 5:30 p.m. | FUNDAMENTALS

CEQA, From the Beginning

Hear an introduction to the role of 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.

For speaker information, go to www.cacities.org/PlannersEd
Sessions/Speakers are subject to change

4:15 – 5:30 p.m. | EMERGING ISSUES

Development Agreements: The Planning Commission's Role in Reviewing Them

State law requires that development agreements be reviewed by the planning commission before being reviewed and approved by the city council. Planning commissioners are often confused regarding their role in the development agreement process. A better understanding of the advantages and disadvantages of a development agreement, what terms and conditions are necessary, what community benefits are appropriate, and how does it achieve the local land use and planning objectives are essential for the planning commission's review. Just as important is who are the parties and how is it negotiated. All of this will be discussed, plus much more!

Networking Reception

5:30 – 6:30 p.m.

Take this opportunity to network with your peers from throughout the state after a full afternoon of educational sessions.





Registration Open

7:30 a.m. – 4:30 p.m.

Networking Breakfast

7:45 – 8:45 a.m.

9:00 – 10:15 a.m. | FUNDAMENTALS

Your Legal Powers and Obligations

Learn the breadth, as well as the limitations, of your powers as a planning commissioner. Acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on the Brown Act.

9:00 – 10:15 a.m. | EMERGING ISSUES

CEQA, In the Weeds

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

10:30 – 11:45 a.m. | FUNDAMENTALS

Relationship Between Planning Commission, City Council, and Planning Staff

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.

10:30 – 11:45 a.m. | EMERGING ISSUES

You Are What You Tweet: An Official Survival Guide

Use of social media by government officials continues to raise questions more rapidly than courts can provide answers. Presented by a specialist in social media and the law, this cutting edge session will briefly cover: the first amendment, public records concerns, avoiding the appearance of conflict and bias, and best practices for local agency officials.

Networking Lunch

11:45 a.m. – 1:00 p.m.

1:15 – 2:30 p.m. | FUNDAMENTALS

What Happens before Project Approval

You have minutes to distill down years of work that includes public meetings, community concerns, design modifications, and more. Join us on a journey from first preliminary applications to project approval, through the eyes of a planner, planning commissioner and a developer. Gain valuable insight and information about the plan review process, how planning departments and planning commissions play a role in shaping development, and how developers address challenges that come up during review. Walk away with a comprehensive understanding of everything that goes on before the vote.

For speaker information, go to www.cacities.org/PlannersEd
Sessions/Speakers are subject to change

1:15 – 2:30 p.m. | EMERGING ISSUES

Meeting Management: Tips for Efficient and Effective Public Meetings

Public meetings influence how your agency is perceived by the public. Basic meeting management strategies can make board meetings more effective, and promote an image of efficiency and transparency. The session will focus on challenging situations that arise during meetings and how to effectively handle them, including disruptive commissioners or members of the public, and verbal challenges to commissioners' actions and their ethics. Commissioners' roles, given the different types of decisions made at meetings, will also be discussed.

2:45 – 4:00 p.m. | FUNDAMENTALS

How to Prepare Findings and Conditions of Approval

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.



For speaker information, go to www.cacities.org/PlannersEd
Sessions/Speakers are subject to change

SPEED SESSIONS:

2:45 – 4:00 p.m. | EMERGING ISSUES

In the Trenches with Your General Plan (2:45 – 3:10 p.m.)

The general plan is more than the legal underpinning for land use decisions; it is a vision about how a community will grow, reflecting community priorities and values while shaping the future. It is critical for planning commissioners to understand the purpose and role of general plans. This session will provide an overview of general plan history, content and legal requirements, relationship to regional plans and programs, and current policy trends. This session will also discuss the importance of the general plan and how planning commissioners use the document regularly to make land use decisions and environmental determinations.

Shared Mobility: Ins and Outs

(3:10 – 3:35 p.m.)

Since 2017, electric scooters and other shared mobility devices have become ubiquitous throughout several cities across the state and country. The devices—dockless, accessed via a smartphone app, able to reach speeds of 15 miles per hour, and at times operated on the sidewalk or left in the public right-of-way—are despised by some and loved by others. Cities have taken various approaches in regulating these devices, attempting to balance safety hazards with mobility needs. This session will address challenges and opportunities for cities in designing and implementing policies for shared mobility devices.

Accessory Dwelling Units and Regulation Challenges (3:35 – 4:00 p.m.)

With the push to add more affordable housing, some cities are becoming more creative and actively embracing Accessory Dwelling Units (ADU). But questions continue to emerge about rules and regulations. Hear some thoughts and insight into ADUs from someone with experience.

4:15 – 5:30 p.m. | FUNDAMENTALS

Burning Questions, No Judgment

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.

4:15 – 5:30 p.m. | EMERGING ISSUES

What Planners Need to Know About City Finance Today

Learn the essentials and the latest hot topics in city finances in this 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.

For speaker information, go to www.cacities.org/PlannersEd
Sessions/Speakers are subject to change

Registration Open

7:30 a.m. – 12:00 p.m.

Networking Breakfast

7:45 – 8:45 a.m.

9:00 – 10:15 a.m. | JOINT SESSION

Legislative Update

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

**CLOSING
GENERAL SESSION**

10:30 a.m. – 12:00 p.m.

Watch for speaker details in the near future!



**2020 ANNUAL
CONFERENCE & EXPO**

October 7–9, 2020
Long Beach Convention Center

COSTS/FEES

Full registration includes electronic access to all program materials, admission to all sessions, two breakfasts, one lunch, and a Wednesday evening reception.

Full Conference

City Planning Commissioners/ City Planning Directors/ City Staff	\$625
All Others — company, consultant, League Partners	\$750
Non-Member City Planning Commissioners/City Planning Directors/ City Staff	\$1,625

One Day Registration

City Planning Commissioners/ City Planning Directors/ City Staff	\$350
All Others — company, consultant, League Partners	\$525
Non-Member City Planning Commissioners/City Planning Directors/ City Staff	\$1,350
Guest/ Spouse Registration (Networking Reception Only)	\$50

The guest / spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to the networking reception only. There is no refund for the cancellation of a spouse registration. It is not advisable to use city funds to register a spouse.

Pre-Conference Workshops

AB 1234 Ethics Training & AB 1661 Harassment Prevention Training

Workshop registration available only after conference registration is complete — No additional cost.

CANCELLATIONS

Refunds of rate paid, minus \$75 processing charge, will be made for cancellations submitted in writing to mdunn@cacities.org and received by the registration & housing deadline. There are no refunds for cancellations after this date. Substitutions can be made onsite.



If you require special accommodations related to facility access, transportation, communication and/or dietary requests, please contact our Conference Registrar at mdunn@cacities.org by the Registration & Housing Deadline.

STEP 2: RESERVE A HOTEL ROOM

Hotel Information & Reservations

A limited number of hotel rooms are available for conference attendees. All attendees must register for the conference prior to reserving a hotel room. Once registration is complete, you will be directed to the housing reservations page. Hotel reservation changes, date modifications, early check-out, or cancellations made prior to the registration & housing deadline must be done through the online reservation link you received when registering for the conference. Use your confirmation/acknowledgement number to access your reservation to make changes. Once the registration & housing deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that any hotel cancellations after the housing deadline has passed may incur a financial penalty or a minimum one-night room charge or attrition fees.

Hyatt Regency Sacramento

1209 L Street, Sacramento CA, 95814

Hotel Rate (*per night*): \$205 – Single/Double Occupancy (*plus tax and fees*)

Onsite self-parking fee: \$20 daily, Valet parking fee: \$29 daily (*subject to change without notice*)

PLEASE NOTE: The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.

PLANNING COMMISSIONERS ACADEMY

Registration & Housing Deadline: Tuesday, February 11, 2020

Wednesday, March 4 – Friday, March 6, 2020

STEP 1: REGISTER FOR THE CONFERENCE

Registration is not complete until full payment is received. The League is unable to accept purchase orders.

- For online registration, go to www.cacities.org/events and select “Planning Commissioners Academy”.
- To request a mail-in registration form, contact mdunn@cacities.org.

Registration must be received by the registration & housing deadline. After this date, you may register onsite if space is still available.

Continues at right



1400 K Street, Suite 400
Sacramento, CA 95814
www.cacities.org

Join us for the 2020 2020 Planning Commissioners Academy

For speaker information, go to www.cacities.org/PlannersEd

