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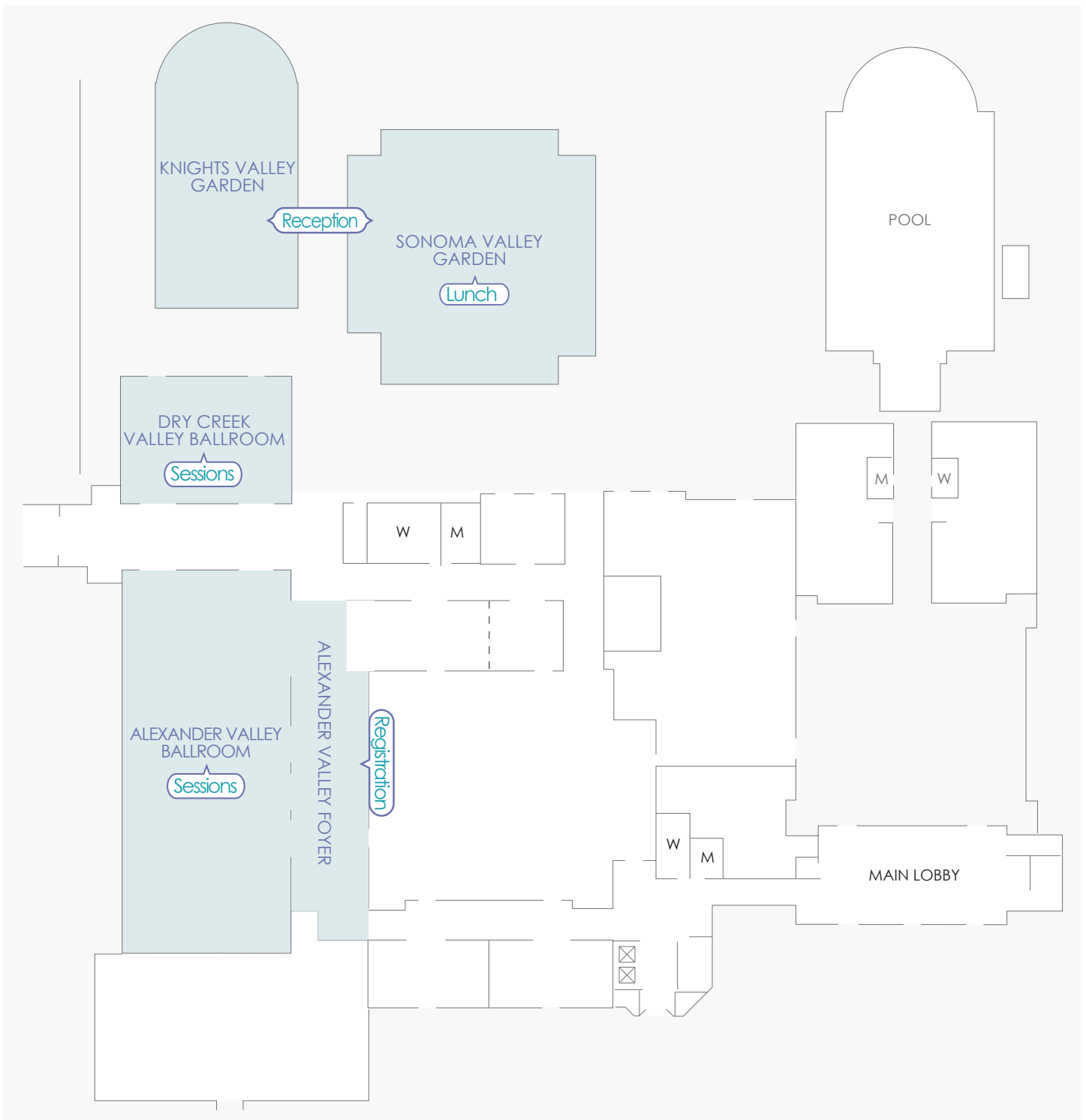
PLANNING COMMISSIONERS ACADEMY

HYATT REGENCY SONOMA

March 5-7, 2025



FLOOR PLAN



Find session materials, including presentation slides, online at www.calcities.org/PCA

WiFi Network: @Hyatt_Meeting

Passcode: HYATTWIFI25

WEDNESDAY, MARCH 5

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

Registration Open
Alexander Valley Foyer

Pre-Conference Training

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

*Sign-in is
9:30 - 10:00 a.m.*

Understanding Public Service Ethics Laws and Principles (AB 1234)

Alexander Valley Ballroom

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 the session begins.

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.

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

Speaker: Matthew Summers, City Attorney, Barstow & Ojai, Colantuono, Highsmith & Whatley, PC

1:00 - 2:30 p.m.

Opening General Session Alexander Valley Ballroom



The Joy in Being Wrong: Embracing the Power of a New Perspective

Join America's Joy Magnet, TV talk show host and motivational speaker, Shari Alyse, as she shares how our willingness to be wrong can help create more joy and ease in our lives. With a perfect blend of inspiration, humor, and fun interactive exercises, Shari will help you discover the incredible power of shifting your perspective, the four essential steps to changing your perspective, and how being wrong can be the best gift that life ever hands you. This talk will leave you with a renewed sense of optimism, joy and a fresh perspective!

Opening Remarks: Jason Killebrew, President, Planning and Community Development Department and Assistant City Manager/Community Development Director, Brea

Keynote Speaker: Shari Alyse, America's Joy Magnet | TV Talk Show Host & Motivational Speaker

Fundamentals

2:45 - 4:00 p.m.

Planning Commission 101: The Nuts and Bolts of Planning

Dry Creek Valley Ballroom

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), and will walk commissioners through typical project review and decision-making processes. 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: David Early, Senior Advisor, PlaceWorks

Speakers: Joanna Jansen, Managing Principal, PlaceWorks

Seema Patel, Chair, Planning Commission, San Mateo

Marc Roberts, Treasurer, California Planning Roundtable

Looking for introductory courses or need a refresher?
Look for sessions labeled "**Fundamentals**".

Have some experience and ready to dive deeper?
Look for sessions labeled "**Emerging Issues**".

WEDNESDAY, MARCH 5

2:45 - 4:00 p.m.

Emerging Issues

Smooth Operator: How to Be an Effective Chair

Alexander Valley Ballroom

Public meetings are crucial for maintaining transparency and accountability in government operations. For a chairperson, leading such meetings while adhering to the Brown Act is a critical responsibility. In this facilitated discussion, we will explore key principles of effective meeting management and engage participants with real-world scenarios to sharpen their decision-making skills. This session aims to empower chairpersons and commissioners with the skills and best practices necessary to run efficient and transparent public meetings. The session will cover core leadership skills, strategies for managing challenging situations, and techniques for fostering a productive, civil environment. Whether you're a seasoned commissioner or new to the job, this session will help you dial in your skills and feel ready to be the chair.

Facilitator: Juan Miguel Munoz-Morris, *Speaker and Coach*

4:15 - 5:30 p.m.

Fundamentals

CEQA Basics

Dry Creek Valley Ballroom

Hear an introduction about the role of the California Environmental Quality Act (CEQA) and 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.

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

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

4:15 - 5:30 p.m.

Emerging Issues

When Planning Commission Meetings Go Sideways: How to Get Back on Track

Alexander Valley Ballroom

Planning commission meetings can often get off track for a variety of reasons. Applicants may propose last-minute changes to a project or planning commissioners may intend to take an action that wasn't initially contemplated. In addition, a planning commission may have a raucous crowd that could disrupt the normal hearing process. In this session, a city attorney and seasoned planning commissioners will walk through techniques and approaches that the chair and commissioners can use to keep meetings on track to a productive outcome.

Moderator: Rob Eastwood, *First Vice President, Planning and Community Development Department and Community Development Director, Campbell*

Speakers: Vicki Duggan, *Planning Commissioner, Santa Rosa*

Ethan Walsh, *Attorney, Best Best & Krieger LLP*

Karen Weeks, *Chair, Planning Commission, Santa Rosa*

5:30 - 6:30 p.m.

Networking Reception

Knights Valley Garden/Sonoma Valley Garden

Make new friends and catch up with old ones while enjoying delicious appetizers and tasty no-host beverages during the evening networking reception. It's the perfect opportunity to form support networks inside your profession.

THURSDAY, MARCH 6

8:00 a.m. - 4:30 p.m.	Registration Open Alexander Valley Foyer
8:00 - 9:00 a.m.	Networking Breakfast Alexander Valley Ballroom
	<i>General Session</i>
9:00 - 10:15 a.m.	Your Housing Element is Certified! Now What? Alexander Valley Ballroom You survived the housing planning process! The state certified your housing element! What happens now? Local leaders must put the changes in place that turn units on paper into homes, condos, and apartments. But as projects come forward, there are going to be winners and losers — and we're expected to figure it all out. Hear how cities can implement their housing elements that respect their community's character, attract high-quality developers and developments, and encourage sincere community engagement. This presentation isn't about how Sacramento should fix housing policy or CEQA: It's about turning policies into projects. Moderator: Bill McReynolds, Council Member, Ventura Speakers: Ryan Aeh, Executive Vice President, City Ventures Joe Oftellie, President, SoCal Division, Warmington Residential Alicia Velasco, Planning Director, Cypress
	<i>Fundamentals</i>
10:30 - 11:45 a.m.	Relationship Between Planning Commission, City Council, and Planning Staff Dry Creek Valley 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 Senior Manager, League of California Cities Speakers: Clare Hartman, Community Development Director, Novato Lily Mei, Former Mayor, Fremont Benjamin Yee, Immediate Past President, Planning and Community Development Department and Planning Commissioner, Fremont
	<i>Emerging Issues</i>
10:30 - 11:45 a.m.	CEQA Advanced Alexander Valley Ballroom This session assumes some familiarity with the California Environmental Quality Act (CEQA). Hear an in-depth discussion on crafting mitigation measures, long- and short-term impacts, and how the 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. Moderator and Speaker: Mark Teague, Managing Principal, PlaceWorks Speaker: Shannon George, Vice President/Principal, David J Powers & Associates, Inc.
11:45 a.m. - 1:00 p.m.	Networking Lunch Sonoma Valley Garden

THURSDAY, MARCH 6

General Session

1:15 - 2:30 p.m.

Planning Commissioner Jeopardy

Alexander Valley Ballroom

The session will run in a show game format similar to Jeopardy. Attendees will be presented with an answer and will then be given an opportunity to respond in a question format. The Jeopardy hosts will work through five different categories with difficulty ranging from 100 points to 500 points. Categories will include: Brown Act (with emphasis placed on Public Comment), Findings, Housing, Quasi-Judicial proceedings and Constitutional Issues. Winning participants will be eligible for prizes!

Moderator: Eric A. Nelson, Department Director, Planning and Community Development Department and Vice Chair, Planning Commission, Dana Point

Facilitators: Henry Castillo, Associate, Best Best & Krieger LLP

Abraham Galvan Sanchez, Associate, Best Best & Krieger LLP

Albert Maldonado, Associate, Best Best & Krieger LLP

Fundamentals

2:45 - 4:00 p.m.

California Housing Law Basics

Dry Creek Valley Ballroom

California Housing Law encompasses regulations and policies aimed at addressing the state's housing needs and promoting equitable development. This session will explore the foundational aspects of California's housing laws, including key statutes such as the California Housing Accountability Act and the Housing Element Law. We will discuss how these laws guide local governments in planning and approving housing projects, ensuring compliance with state housing goals, and addressing issues of affordability and accessibility. Additionally, we will review recent legislative updates and initiatives designed to tackle housing shortages, streamline development processes, and promote sustainable growth. By being well-versed in California housing laws, planning commissioners are better equipped to make informed, legally compliant decisions that address local housing needs, promote equitable development, and contribute to the overall well-being of their communities. This session is geared toward those who are new to the role of planning commissioner.

Moderator: Rob Eastwood, First Vice President, Planning and Community Development Department and Community Development Director, Campbell

Speakers: Jennifer Thompson, Attorney, Lozano Smith

Rebecca Wilson, Associate, Lozano Smith

Emerging Issues

2:45 - 4:00 p.m.

Density Bonuses, Builder's Remedy, Housing Accountability: Oh My! The New Role of Planning Commissioners in Navigating Housing Approvals

Alexander Valley Ballroom

Planning commissioners are inundated with new bills controlling housing development applications. These bills include changes to the Density Bonus Laws, new Builder's Remedy laws, amendments to the Housing Accountability Act, Permit Streamlining Act, and the addition of new streamlining processes. These new laws limit a planning commissioner's ability to exercise discretion, require certain conditions of approval and the use of objective standards, and allow densities and heights greatly exceeding those in local ordinances. These laws are the Legislature's response to the housing shortage and California's goal to build 3.5 million new homes by 2025. This session is designed for those who are well-versed in the responsibilities of a planning commissioner.

Moderator: Eric A. Nelson, Department Director, Planning and Community Development Department and Vice Chair, Planning Commission, Dana Point

Speakers: Patricia Curtin, Director, Fennemore Wendel

Barbara Kautz, Partner, Goldfarb Lipman LLP

Amara Morrison, Director, Fennemore Wendel

THURSDAY, MARCH 6

4:15 - 5:30 p.m.

General Session

Before and After: Development Review Beyond the Planning Commission Hearing Alexander Valley Ballroom

Ever wonder about the process needed to get a development project to the planning commission and what happens next before construction? This session pulls back the curtain on the extensive work involved in the entitlement and permitting process for projects. Designed specifically for commissioners, this session will provide an overview of how city agencies and departments review development proposals and prepare projects for hearing, including public outreach to the community. A panel of veteran city planners will demystify this process, tackle frequently asked questions, and offer actionable insights for commissioners.

Moderator: Rob Eastwood, First Vice President, Planning and Community Development Department and Community Development Director, Campbell

Speakers: Jennifer Carman, Development Services Director, Morgan Hill
Cindy McCormick, Planning Manager, Gilroy
Nick Zornes, Assistant City Manager, Los Altos

2024 – 2025 Planning and Community Development Department Officers

President, Jason Killebrew
Assistant City Manager/Community Development Director, Brea

First Vice President, Rob Eastwood
Community Development Director, Campbell

Department Director, Eric A. Nelson
Vice Chair, Planning Commission, Dana Point

Immediate Past President, Benjamin Yee
Planning Commissioner, Fremont

Save The Dates:

2025 ANNUAL CONFERENCE AND EXPO
OCTOBER 8-10 | LONG BEACH CONVENTION CENTER

2026 PLANNING COMMISSIONERS ACADEMY
MARCH 11-13 | SHERATON PARK HOTEL, ANAHEIM

FRIDAY, MARCH 7

7:45 - 10:00 a.m.

Registration Open
Alexander Valley Foyer

7:45 - 8:45 a.m.

Networking Breakfast
Alexander Valley Ballroom

8:45 - 10:00 a.m.

Closing General Session: Legislative Update
Alexander Valley 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.

Closing Remarks: Benjamin Yee, Immediate Past President, Planning and Community Development Department and Planning Commissioner, Fremont

Speaker: Brady Guertin, Legislative Representative, League of California Cities

10:15 a.m. - 12:15 p.m.

Sign-in is

9:45 - 10:15 a.m.

Post-Conference Training

Harassment Prevention Training for Supervisors and Officials (AB 1661)

Alexander Valley Ballroom

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 the session begins.

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.

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

Speaker: Lori Liu, City Attorney, Richards Watson & Gershon

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