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SBCCOG's Regional Planner provides technical assistance to cities on housing and land use issues and project management for Regional Early Action Planning grant funded housing acceleration projects. The following is an overview of the Regional Planner's work that includes both regional efforts and city-specific efforts.

Housing and Land Use

- Work in consultation with South Bay Community Development Directors to develop a coherent South Bay housing policy to help ensure that state accelerated housing production policy goals are met, while also meeting the local needs of the communities.
- Serve as a resource to SBCCOG member jurisdictions and Community Development Directors providing technical assistance, research services, and support as needed. Examples:
 - City of El Segundo: researched micro-units and Single-Room Occupancy ordinances for city planning staff going to Planning Commission. Provided 20+ case studies, reports, analysis on microunits/SRO and annotated summary memorandum. Principal Planner used for staff report.
 - City of El Segundo: prepared narratives and data on city participation in REAP projects and South Bay Housing Trust formation for Annual Progress Reports to HCD on request.
 - City of Torrance: agendized mobile home tenant protection and Rent Stabilization Ordinance on June 2022 CDD monthly meeting for discussion in response to Skyline Mobile Home Park landlord rent increase concerns for seniors living on fixed incomes.
 - City of Rolling Hills: researched and prepared memorandum on Code Enforcement contract staffing for new Community Development Director.
- Coordinate and manage monthly Community Development Directors meeting via Zoom, 3rd Thursday each month, 12:30-2pm. Develop meeting agenda. Coordinate guest speakers. Send meeting invitations to Directors and staff. Track attendance. Chair the meeting.
- Provide research services for SBCCOG senior staff. Examples:
 - Researched and prepared memorandum on potential impact of Ghost Kitchens in South Bay, with a focus on land use and planning concerns.
 - Researched and prepared memorandum on public housing sites in South Bay member jurisdictions.
 - Developed survey of GIS services in all South Bay member jurisdictions to determine use of in-house staff vs. consultants. Surveyed Community Development Directors and staff. Prepared memorandum of findings and recommendations.

LOCAL GOVERNMENTS IN ACTION

Carson El Segundo Gardena Hawthorne Hermosa Beach Inglewood Lawndale Lomita
Manhattan Beach Palos Verdes Estates Rancho Palos Verdes Redondo Beach Rolling Hills
Rolling Hills Estates Torrance Los Angeles District #15 Los Angeles County

- Identify, research, and connect city staff with grants and funding opportunities for implementation. Examples:
 - Identified State of California Dept of Toxic Substances Control “Equitable Community Revitalization Grant” program for brownfield clean up. Organized presentation to Community Development Directors by DTSC staff. Liaised between DTSC and South Bay cities.
 - City of Carson applied and won \$315,000 grant for environmental site investigation.
 - SBCCOG developing proposal ideas for Round 2 ECRG funding. Regional Planner will coordinate with all South Bay member jurisdictions.
- Manage the Community Development Director email listserv for sending critical information updates to Directors. Engage Directors on important planning matters through listserv.
- Attend SCAG meetings and committees, HCD meetings, and other housing related meetings and trainings on behalf of the South Bay. Share value-added information and resources with Directors at monthly CDD meetings and through email listserv.
- Track state housing policy and legislation, recommend advocacy positions including drafting and circulating position letter templates to cities.
- Research state bills affecting housing law. Recommend additions and updates to SBCCOG Legislative Matrix. Co-author positions on proposed state housing bills. Example:
 - AB 1978 proposes to allow HCD to do local zoning on behalf of cities out of compliance and fine cities up to \$10,000 per day to gain compliance. Regional Planner identified this bill as matter of urgent concern, researched it and recommended opposition that was approved by SBCCOG Board, and got AB 1978 added to Legislative Matrix for advocacy.
- Co-author advocacy position letters to state representatives. Example:
 - Letter of support for Housing Element Informational Hearing sent to Southern California Assemblymembers on Housing Committee.
- Lead development of ADU Calculator online tool for the South Bay. Tool is now live: <https://southbaycities.aducalculator.org/>.
 - ADU Calculator is a FREE online tool to help residents estimate construction costs and rental income from developing an ADU.
 - Funded by Chan Zuckerberg Initiative at no cost to cities.
 - Researched tool, brought consultant to monthly CDD meeting for presentation, manage cities’ data entry process, liaison to consultant for South Bay.
 - Tool featured in upcoming *South Bay Watch* Summer 2022 newsletter and press release: <https://southbaycities.org/adu-study/>.

- Researched and contributed to potential formation of regional South Bay Regional Housing Trust Fund, including:
 - Co-authored Pros and Cons memorandum on Housing Trust Fund for SBCCOG Board of Directors, in collaboration with SBCCOG staff and BBK legal team.
 - Interviewed city staff with Housing Trust experience and prepared memorandum for SBCCOG senior staff.
 - SB 1444: South Bay Regional Housing Trust was signed by Governor Newsom.
- Attended Los Angeles Digital Equity Summit 2022 on behalf of SBCCOG Executive Director. Served as event's sole presenter on Councils of Governments. Presented SBCCOG's innovative South Bay Fiber Network bringing affordable broadband to all South Bay cities.
- Local Agency Technical Assistance (LATA) Grant for broadband, via California Public Utilities Commission: Prepared community engagement plan for proposal to research community internet needs and develop Neighborhood Broadband Centers using the South Bay Fiber Network in four South Bay cities:
 - Hawthorne, Gardena, Carson, West Athens-Westmont.
 - SBCCOG has successfully secured \$498,949 LATA grant.
- Developed and led tour of LA County District 2 West Athens-Westmont community for Neighborhood Broadband Center sustainability initiatives in development at SBCCOG.
- Conducted 1-on-1 interviews with all South Bay Community Development Directors to determine their priorities, opportunities, and challenges to inform SBCCOG's planning services. Prepared memorandum on findings for Community Development Directors and SBCCOG senior staff.
- Served as invited speaker and Subject Matter Expert for the South Bay. Examples:
 - SCAG Toolbox Tuesday, Sept 27, 2022. Co-presented with SCAG on "Other-To-Residential" Toolkit for Land Use Conversion and applicability to SBCCOG sustainable housing strategy.
 - Environmental Justice Enforcement Symposium, Del Amo Action Committee. Recurring speaker for 2019, 2021, and 2022. Presented approaches to building community partnerships and land use opportunities and constraints in the South Bay through compassionate planning and zoning code enforcement.
 - SBCCOG Senior Services Workgroup, Oct 5, 2021. Presented on Accessory Dwelling Units (ADUs), informal housing, and compassionate zoning code enforcement.
- Developed South Bay cities Client Projects roster for graduate course the Regional Planner is teaching at Cal Poly Pomona Dept of Urban & Regional Planning. Confirmed Projects:
 - City of El Segundo: Smoky Hollow Specific Plan Update. A study of increasing residential uses in light industrial zoned area of the city. Client Project to be completed May 2023.

- City of Torrance: Zero Emission Bus feasibility study for Torrance Transit. Client Project to be completed May 2023.

Regional Early Action Planning (REAP) grants for housing acceleration

REAP 1.0 – 2021-2023

- Oversee implementation the SCAG’s REAP 1.0 projects funded for the South Bay.
- Manage four REAP 1.0 grant projects with a budget of \$603,000.
- Develop RFPs, lead procurement process, conduct project management, coordinate with consultants, interface with SCAG project managers.
- Conduct door-to-door outreach to improve project outcomes in South Bay cities.

ADU Acceleration (consultant Black & Veatch, Pocket Housing) – budget: \$146,250.

Project 60% complete

- Research and planning project including mapping, economic analysis, policy assessment, infrastructure impacts, surveys of applicants and tenants, best practices, and forecasting of ADU development in eight South Bay cities:
 - El Segundo, Hawthorne, Gardena, Hermosa Beach, Manhattan Beach, Redondo Beach, Rolling Hills, Rancho Palos Verdes.
- Project featured in *South Bay Watch* Summer 2022 newsletter and press release: <https://southbaycities.org/adu-study/>

Commercial Redevelopment into Housing (consultant Studio 111, Kosmont) – budget: \$308,250

Project 40% complete

- Research and planning project to develop tools for cities to identify underperforming commercial segments with potential for redevelopment into housing with zero emission mobility options, and identify commercial properties – strip arterials, regional malls, office buildings, and industrial parks – that are candidates for redevelopment into sustainable affordable housing in six South Bay cities:
 - El Segundo, Carson, Hawthorne, Manhattan Beach, Hermosa Beach, Redondo Beach.

Housing Education Program – budget: \$101,250

Project 30% complete

- Workshops and online resources to encourage informed discussions about residential density and design that support a full range of housing options in the South Bay and help decision makers and stakeholders understand optimal ways to meet regional housing needs.

- Assembled Advisory Committee comprised of South Bay city councilmember and planning commissioners to advise on curriculum development.
- Assembled guest speakers comprising a South Bay “Bench of Experts” for curriculum delivery. Currently developing presentation outlines with speakers.

SB 330 Residential and Protected Units Supplemental Application – budget \$42,250

Project completed June 2022

- Creation of a supplemental application form for SB 330 housing development projects to preserve residential and protected dwelling units, prevent displacement, and help South Bay cities meet their Regional Housing Needs Assessment (RHNA) goals.
- South Bay cities received this housing application resource to consider for implementation.
- SBCCOG was an early subregion to finish a REAP project.

REAP 2.0 – 2023-2026

- Research and prepare REAP 2.0 applications for transformative planning and implementation projects with funding potential totaling \$247 million for the SCAG region.
- Coordinate with Community Development Directors on housing, sustainability, mobility, and infrastructure project proposals.
- Coordinate with SCAG senior staff on proposal development.

Subregional Partnership 2.0 projects in development:

South Bay Regional Housing Trust

- Explore formation steps to implement South Bay Regional Housing Trust, created by SB 1444.

Implementation of Commercial Redevelopment into Housing

- Work with South Bay cities to implement findings from REAP 1.0 for redeveloping underperforming commercial segments into housing.

Metro partnership projects in development:

Three Mobility Projects to Support Neighborhood Oriented Development and Sustainable Housing in the South Bay

- Educational support for micro-mobility and the Local Travel Network implementation.

- Feasibility Study for the siting and development of 4 Neighborhood Mobility Hub pilot projects in disadvantaged communities in the South Bay.
- State of micro-mobility and housing study in the South Bay – data collection and evaluation.

Organizational Development

- Equity Principle for SBCCOG. Developing Equity principle to add to organization's Guiding Principles at the request of Executive Director.
 - Researched 'best practices' for developing a statement of equity and Diversity, Equity, Inclusion (DEI) initiatives.
 - Drafted Equity Principle, refined with staff, presented at SBCCOG Steering Committee.
 - Revising draft Equity Principle in staff-led committee based on Steering Committee feedback.
- Conduct outreach and engagement at regional community events (Health Fairs, Senior Fairs, National Night Out) to raise awareness about SBCCOG programs and services, including direct engagement on housing planning in the South Bay.
- Recruit, mentor, and supervise volunteers to work on SBCCOG program and services.
- Recruit speakers for South Bay youth leadership panel at the 2023 SBCCOG General Assembly: "The South Bay: Leading the Way in Resilience and Adaptability," Thursday, March 23, 2023, at the Carson Convention Center.

Community Development Planner Tasks

- Site plan review for consistency with Lawndale codes
- Processing Special Use Permits
- Zoning inquiries by phone, email and in person
- Update on new State legislation
- Obtaining grants/ funding for Community Development
- General plan update help with reviewing and commenting on draft
- Updating City Website for Community Development
- Social Media for Community Development
- Updating applications and handouts
- Economic Development outreach
- Special Use Permit compliance
- Property reconveyance
- Presentation to Planning Commission/ City Council on Planning Trends
- Business license review
- Residential care facility compliance
- Check for expired planning permits and send out expiration notice letters
- Planning Deposit tracking
- Responding to code enforcement inquiries
- Fence, Flatwork and Fence inspections
- Organizing old files
- Redacting building permits for personal information and site plans
- Update Special Use Permit log
- Commercial sign compliance
- Assist in interview panels for Community Development
- Attend seminars on behalf of Planning Department and report back
- Write/ review staff reports