

**TECHNICAL PLANNING SUBCOMMITTEE
MINUTES OF MEETING
Tuesday, March 17, 2009**

1. CALL TO ORDER AND ROLL CALL

With the absence of Chairman Corrie Kates and Vice Chairman Margaret Park, the Technical Planning Subcommittee (TPS) meeting was called to order on Tuesday, March 17, 2009 at 10:11 a.m. by Aurora Wilson, CVAG's Community Resources Director.

MEMBERS/ALTERNATES PRESENT:

David Sawyer, Planning Manager
Leisa Lukes, Planning Director
Lauri Aylaian, Community Development Director
Ken Lyons, Associate Planner
Martin Magana, Planning Manager
Bud Kopp, Senior Planner
Bob Lyman, TLMA Regional Office Manager
Joseph Lim, Planning Manager
Carmen Manriquez, Community Development Director
Barbara Burrow, Junior Planner (Tele-Conferencing)

AGENCY:

City of La Quinta
City of Cathedral City
City of Palm Desert
City of Palm Springs
City of Desert Hot Springs
City of Rancho Mirage
County of Riverside
City of Indio
City of Coachella
City of Blythe

MEMBERS NOT PRESENT

Corrie Kates, Community Development Director
Margaret Park, Planning Director

AGENCY

City of Indian Wells
Agua Caliente Band of
Cahuilla Indians

ALSO PRESENT:

None

STAFF PRESENT:

Aurora Wilson
Jim Sullivan
Jacob Alvarez
Carol Rayner

2. FINALIZATION OF AGENDA, ADDITIONS & REVISIONS

None

3. PUBLIC COMMENTS

None

4. TECHNICAL PLANNING SUBCOMMITTEE MEMBER AND DIRECTOR COMMENTS

As an informational item, Lauri Aylaian, City of Palm Desert, provided the committee members a copy of the Planning Department and Cole Enforcement Officer Staffing Levels for Coachella Valley cities. Ms. Aylaian stated, due to the budget issues, the Palm Desert councilmembers had requested the information.

Jim Sullivan, CVAG'S GIS Program Director, provided the committee members with a registration form/ agenda for the AICP Workshop being held on April 21, 2009 from 11:00 a.m. – 3:30 p.m. Ryan Synder, Ryan Synder & Associates, and Beth Dennis, Associate Principal with Urban Crossroads, will be the guest speakers. This workshop will provide 4.0 hours AICP Certification Maintenance credits.

Mr. Sullivan asked the committee members if they would sign a support letter for the nomination of Paul Clark for the Distinguished Leadership by a Professional Planner Award. Mr. Clark has served for nearly 30 years as a planner with the County of Riverside. The Support Letter was distributed during the meeting.

Mr. Sullivan mentioned he would look into the possibility of having AICP meetings through SCAG on webcast.

Jacob Alvarez mentioned that an attendance roster will be included in the agendas starting with the April meeting. As the TPS is now a formal subcommittee of the Technical Advisory Committee (TAC), CVAG's adopted Policies and Procedures-Conduct of CVAG Meetings, provides that a vacancy may be declared by majority vote of the committee after more than three consecutive absences of one of the committee members.

5. **CORRESPONDENCE**

None

6. **APPROVAL OF THE MINUTES OF THE FEBRUARY 17, 2009 TECHNICAL PLANNING SUBCOMMITTEE MEETING**

IT WAS MOVED BY LAURI AYLAIAN, CITY OF PALM DESERT AND SECONDED BY KEN LYONS, CITY OF PALM SPRINGS TO APPROVE THE JANUARY 20, 2009 MINUTES.

ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH TEN AYES.

7. **TPS BASE MAP CLARIFICATION**

Mr. Sullivan stated he was asked to prepare a Base Map of the Coachella Valley which would assess affordable/ workforce housing needs. Mr. Sullivan had asked committee members to forward information to him in a GIS or Excel format. Cities' GIS employees have been contacting him with numerous questions regarding the format and the information needed. Mr. Sullivan explained Word documents would take several hours to create a workable format. The same format needs to be used by all jurisdictions.

Lauri Aylaian stated workcenters should be included and only the top 15 employers should be included. The information should be available by contacting the Coachella Valley Economic Partnership (CVEP). Martin Magana, City of Desert Hot Spring, stated commercial hubs should also be included and linked to parcels in close proximity. The cities general plan should provide zoning designations.

Mr. Sullivan stated APN numbers for the parcels or addresses for the large Affordable Housing units would be helpful.

Lauri Aylaian asked members to remember the goals are to look for places for Affordable Housing as a region, not city by city. Bob Lyman, County of Riverside, asked to include farmworker housing. Mr. Lyman stated it is hard to obtain a correct number, as the amount changes during the harvest season. Lauri Aylaian, City of Palm Desert, suggested members look at only the top 15 employers with 75 employees or more. Examples include hospitals, schools and malls.

Joe Lim, City of Indio, asked Mr. Sullivan to provide the members with an Excel template to input their information. That information would then be emailed back to Mr. Sullivan at jsullivan@cvag.org. A map would then be created from the spreadsheets received. Mr. Sullivan asked that the spreadsheets be submitted to him within the next two weeks.

CONSENSUS AGREED TO RECEIVE AND FILE THE INFORMATION PROVIDED.

8. 2010 CENSUS – PARTICIPANT STATISTICAL AREA PROGRAM (PSAP)

Damian Laning, GIS Supervisor Analyst from Riverside County's Transportation & Land Management Agency (RCTLMA), discussed the PSAP program and how boundaries are drawn and split in the member jurisdictions. Mr. Laning reported ten jurisdictions have provided the updated information requested. Mr. Laning is waiting on the information from three jurisdictions, Palm Desert, Indio and Desert Hot Springs. Information can be submitted tomorrow, March 18th, at the County permit office located at 38686 El Cerritos Road, Palm Desert.

Mr. Laning stated a Boundary Annexation Survey (BAS) program is now the one point of contact with the Census Bureau. Mr. Laning continued by stating that information is provided on the RCTLMA website at RCTLMA.org then go to RCLIS.

Mr. Laning mentioned he has had meetings with community councils including Mecca and Thermal. The timeline for final information to be submitted is mid April.

CONSENSUS AGREED TO RECEIVE AND FILE THE INFORMATION PROVIDED.

9. ANNOUNCEMENTS

Mrs. Wilson stated an AdHoc Subcommittee of the TAC Committee will be meeting on Monday, March 23rd regarding the Federal Stimulus package.

The next meeting of CVAG's **Technical Planning Subcommittee (TPS)** will be held at **10:00a.m. on Tuesday, April 21, 2009.**

The next meeting of CVAG's **Technical Advisory Committee (TAC)** will be held at **10:00 a.m. on Friday, May 8, 2009.**

AICP Workshop will be held on **Tuesday, April 21, 2009** from **11:00 a.m. – 3:30 p.m. in Room 119.**

10. INFORMATIONAL: COMMITTEE GOALS FOR 2008/2009

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|------------------|---|
| Goal #1 | Legislation including AB 32 & SB 375 |
| Goal #2 | Alternative Energy Planning |
| Goal #3 | Regional Bike/Trail Development |
| Goal #4 | Affordable Housing Projects |
| Information Item | Regional Trans. Plan & CV Yr 2035 Traffic Model |

11. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:05 a.m.

Respectfully Submitted,

Carol Rayner
Senior Assistant