

STAFF REPORT



MEETING DATE: 12/9/14
SUBJECT: Consider Adopting a Four-year Regional Transportation Plan Update Cycle (Public Hearing)
AGENDA ITEM: 9
STAFF CONTACT: Sean Tiedgen, AICP, Associate Transportation Planner

SUMMARY:

The Regional Transportation Plan (RTP) is updated every five years. Recent changes to state law enable increases in RTP update frequency and reductions in General Plan Housing Element (HE) update frequency. If SRTA elects to increase the RTP update cycle to four years, local agencies would be required to update their HE every eight years, instead of every five years. The planning departments in all three cities and the county support a reduction in state-mandated HE work efforts.

STAFF RECOMMENDATION:

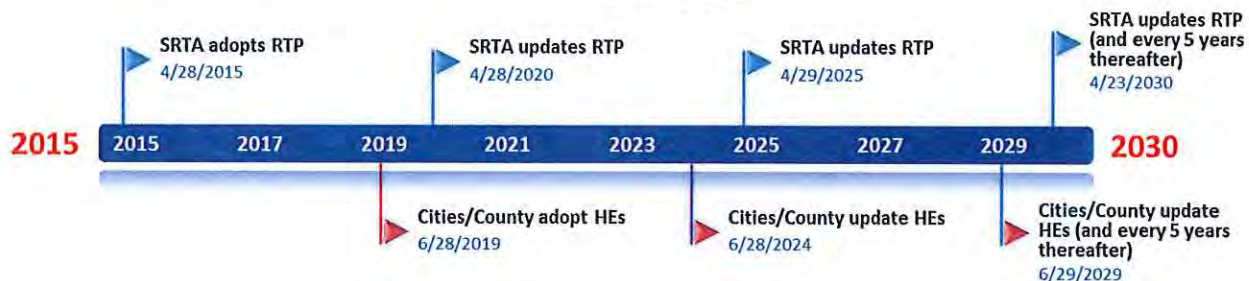
It is recommended that the board of directors:

1. Hold a public hearing to take comments; and
2. Adopt a four-year Regional Transportation Plan update cycle starting in 2018.

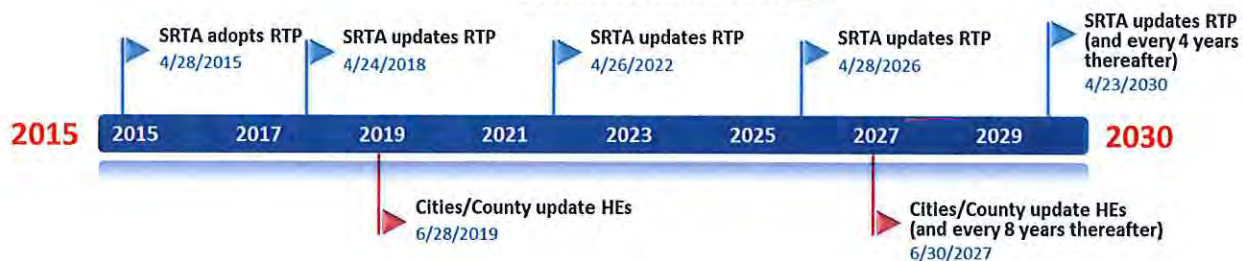
DISCUSSION:

In the attached memorandum from the Department of Housing and Community Development (HCD), SRTA and local agencies were reminded of the option to change the RTP and HE planning cycles to four and eight years respectively. The graphics below show a "status quo" timeline if no action is taken and another based on the staff recommendation.

Status Quo



Staff Recommendation



Currently, SRTA is on a five-year RTP planning cycle and local agencies update their HE every five years in conformity with the Regional Housing Need Allocation (RHNA) administered by HCD. The RTP must be consistent with local housing forecasts. In turn the RTP can better inform where to locate housing to reduce vehicle miles traveled, thus pairing affordable housing with affordable transportation. The timing of the current process to update HEs is out of sync with the RTP. If SRTA adopts a four-year RTP update cycle, all local agencies would move to an eight-year HE update cycle starting in 2019. These changes allow HEs to be completed just after approval of the RTP to help guide zoning decisions related to housing needs.

More frequent RTP updates would increase SRTA's work load; however, local agencies would experience corresponding savings in staff time and resources that could be focused on other local planning needs. Based on past efforts, the four local agencies combined spend over \$100,000 and a year of staff time. These costs would be accrued every eight years instead of every five.

On November 7, 2014, SRTA published the required 30-day public notice regarding this item. The election to change the RTP update cycle must occur by December 31, 2014. A public hearing is required.

ALTERNATIVES:

No action by the board of directors would maintain the current five-year RTP update cycle as long as the region is in federal air-quality "attainment" status. Local city and county planning departments would maintain a five-year update cycle for their HEs. The board of directors may revisit and reconsider this item in another five years.

OTHER AGENCY INVOLVEMENT:

Staff consulted with all member agency planning department directors (support letters are attached). HCD advised the agency with regard to options and necessary steps. The Technical Advisory Committee (TAC) concurs with the staff recommendation.

FINANCING:

Costs to develop the 2015 RTP (Work Elements 701.01 and 705.05) are approximately \$406,000 (\$224k for staff time, \$94k for EIR, \$88k for travel demand modeling). Similar costs would be accrued in years 2017/2018 instead of 2019/2020 and every four years thereafter.



Daniel S. Little, AICP, Executive Director

Attachments: August 29, 2014 Memorandum from the California Department of Housing and Community Development
Letters of support from cities and Shasta County

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov

RECEIVED

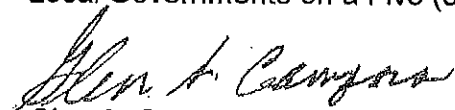
SEP 02 2014

SHASTA REGIONAL
TRANSPORTATION AGENCY

August 29, 2014

MEMORANDUM FOR: Local Governments on a Five (5) Year Housing Element Schedule

FROM:


Glen A. Campora, Assistant Deputy Director
Division of Housing Policy Developmentg campora @
HCD.CA.GOV

SUBJECT:

Option to Change Next Housing Element Updates from a
5-Year to a 8-Year Schedule

This memorandum provides **time-sensitive** information to local governments interested in changing their housing element (HE) schedule for the next 6th cycle update from a 5-year HE planning period to an 8-year HE planning period. Attachment 1 identifies Senate Bill 375 (Steinberg, Chapter 728, Statutes of 2009) statutory amendments providing an option to applicable transportation agencies to change the update schedule for the regional transportation plan (RTP) and housing element (HE).

A metropolitan planning organization (MPO) or regional transportation planning agency (RTPA) on a 5-year regional transportation plan (RTP) update schedule can elect to adopt its RTP every four years. After the election is made, all local governments within the region of the MPO or RTPA change from a 5-year to an 8-year HE planning period beginning with the next HE update.

For the next 6th cycle housing element update, the MPO or RTPA must make its election before December 31, 2014, at least 54 months prior to the next 6th cycle HE due date (June 30, 2019) for local governments currently on a 5th cycle 5-year HE update schedule. Attachment 2 identifies MPOs and RTPAs on a 5-year RTP update schedule and local governments on a 5-year HE update schedule.

In considering the option to change the update schedule for the next RTP in order to change the next housing element update schedule and planning period from five (5) to eight (8) years, the MPO or RTPA is required to hold a public hearing and notify the public and localities at least 30 days before the hearing. If the election is made, the Department must be promptly notified and the next RTP must be completed within three (3) years of the notification of electing a 4-year RTP update schedule. Local governments will have a new HE due date based on the requirement to update and adopt the housing element no later than 18 months from adoption of the RTP.

Local governments interested in changing from a 5-year to an 8-year housing element planning period should quickly communicate with the MPO or RTPA to take necessary actions by specified time periods. Please contact the Department at 916-263-2911 for questions or technical assistance.

**MPO/RTPA Option to Change
RTP Update Schedule from Five (5) Years to Four (4) Years and
Housing Element Update Schedule from Five (5) Years to Eight (8) Years
SB 375 (Steinberg, Chapter 728, Statutes of 2008)
(underlining added for emphasis)**

65080(b)(2)(L) Option to Change RTP Update Schedule from Five Years to Four Years

(L) A metropolitan planning organization, or a regional transportation planning agency not within a metropolitan planning organization, that is required to adopt a regional transportation plan not less than every five years, may elect to adopt the plan not less than every four years. This election shall be made by the board of directors of the metropolitan planning organization or regional transportation planning agency no later than June 1, 2009, or thereafter 54 months prior to the statutory deadline for the adoption of housing elements for the local jurisdictions within the region, after a public hearing at which comments are accepted from members of the public and representatives of cities and counties within the region covered by the metropolitan planning organization or regional transportation planning agency. Notice of the public hearing shall be given to the general public and by mail to cities and counties within the region no later than 30 days prior to the date of the public hearing. Notice of election shall be promptly given to the Department of Housing and Community Development. The metropolitan planning organization or the regional transportation planning agency shall complete its next regional transportation plan within three years of the notice of election

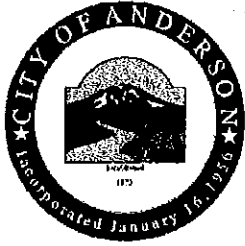
65588(e)(3)(C) Action Required to Change Housing Element from Five Years to Eight Years

(C) If a metropolitan planning organization or a regional transportation planning agency subject to the five-year revision interval in subparagraph (B) makes an election pursuant to subparagraph (L) of paragraph (2) of subdivision (b) of Section 65080 after June 1, 2009, all local governments within the regional jurisdiction of that entity shall adopt the next housing element revision no later than 18 months after adoption of the first regional transportation plan update following the election. Subsequent revisions shall be due 18 months after adoption of every second regional transportation plan update, provided that the deadline for adoption is no more than eight years later than the deadline for adoption of the previous eight-year housing element

Transportation Planning Agencies Currently on a 5-Year Schedule to Update the Regional Transportation Plan	Local Governments Currently on a 5-Year Schedule to Update the Housing Element
Alpine County Transportation Commission	Alpine County
Amador County Local Transportation Commission	Amador County and all cities
Calaveras Council of Governments	Calaveras County and all cities
Colusa County Local Transportation Commission	Colusa County and all cities
Del Norte County Local Transportation Commission	Del Norte County and all cities
Glenn County Local Transportation Commission	Glenn County and all cities
Humboldt County Association of Governments	Humboldt County and all cities
Inyo County Local Transportation Commission	Inyo County and all cities
Lake County/City Area Planning Council	Lake County and all cities
Lassen County Transportation Commission	Lassen County and all cities
Mariposa County Local Transportation Commission	Mariposa County
Mendocino Council of Governments	Mendocino County and all cities
Modoc County Transportation Commission	Modoc County and all cities
Mono County Local Transportation Commission	Mono County and all cities
Nevada County Transportation Commission	Nevada County and all cities
Plumas County Transportation Commission	Plumas County and all cities
San Luis Obispo Council of Governments	San Luis Obispo County and all cities
Shasta County Regional Transportation Planning Agency	Shasta County and all cities
Sierra County Transportation Commission	Sierra County and all cities
Siskiyou County Transportation Commission	Siskiyou County and all cities
Tehama County Transportation Commission	Tehama County and all cities
Trinity County Transportation Commission	Trinity County
Tuolumne County Transportation Council	Tuolumne County and all cities

List information was obtained from Cal Trans links:

[www.dot.ca.gov/hq/tpp/offices/orip/rtp/index_files/MPO RTP Status Chart Website 2014-05-16.pdf](http://www.dot.ca.gov/hq/tpp/offices/orip/rtp/index_files/MPO_RTP_Status_Chart_Website_2014-05-16.pdf)
[www.dot.ca.gov/hq/tpp/offices/orip/rtp/index_files/RTPA RTP Status Chart 6-02-14 KJD.pdf](http://www.dot.ca.gov/hq/tpp/offices/orip/rtp/index_files/RTPA_RTP_Status_Chart_6-02-14_KJD.pdf)



Development Service Department

1887 Howard Street, Anderson, California 96007 • Telephone (530) 378-6646 • Fax (530) 378-6648

November 18, 2014

Attn: Daniel Little
Shasta Regional Transportation Agency
1225 East Street, Suite 202
Redding, CA 96001

Subject: SRTA Board of Directors' Vote to Adopt a Four-year Regional Transportation Plan Update Cycle

Dear Mr. Little:

The City of Anderson fully supports and appreciates the efforts of SRTA to adopt a four-year Regional Transportation Plan Update Cycle. This action will allow the City of Anderson to change from a five-year Housing Element Cycle Update to an eight-year Housing Element Update Cycle. This proposal will save the City of Anderson considerable staff time and money (approximately \$24,000) updating our Housing Element to meet the State mandates every five years.

Please feel free to contact me if you have any questions.

Sincerely,

Kristen Maze
Development Services Director



CITY OF REDDING

DEVELOPMENT SERVICES DEPARTMENT

PLANNING DIVISION

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4020 FAX 530.225.4495

November 20, 2014

A-050-250

Dan Little, AICP
Executive Director
Shasta Regional Transportation Agency
1255 East Street, Suite 202
Redding, CA 96001

Subject: Housing Element Update Cycle

Dear Mr. Little:

It is our understanding that the Shasta Regional Transportation Agency (SRTA) is contemplating a four-year update schedule for the Regional Transportation Plan (RTP). This may help keep the RTP more in sync with local planning efforts and would assist the City, as well as other local jurisdictions, in that the update schedule for General Plan Housing Elements would be extended to an eight year period. This could result in substantial savings in terms of staff time and costs depending on the effort required for a particular update cycle. This can vary significantly depending on changes necessary to comply with changes in Housing Element law, timing of the update relative to the Federal Census (i.e. updating census data), and similar issues. The City has seen update costs range from a low of \$12,000 to \$15,000 for the "streamlined" review process used in 2014, to \$35,000 to \$50,000 for more expansive updates, such as was the case in the 2009 update cycle.

Given the above benefits, this letter is to offer the City of Redding's support for SRTA's consideration to adopt a four year Regional Transportation Plan (RTP) cycle.

Thank you for bringing this important topic and recommendation to your Board.

Sincerely,

A handwritten signature in black ink that reads "Kent Manuel". The signature is written in a cursive, flowing style.

Kent Manuel
Planning Manager

KM:et
Ltr14\F111714L-SRTA

City of Shasta Lake

P.O. Box 777 • 1650 Stanton Drive
Shasta Lake, CA 96019
Phone: 530.275.7460
Fax: 530.275.7406
Website: cityofshastalake.org



November 26, 2014

Daniel S. Little, AICP, Executive Director
Shasta Regional Transportation Agency
1225 East Street, Suite 202
Redding, CA 96001

RE: Letter of Support: SRTA Board of Directors' Adoption of a Four-Year Regional Transportation Plan Update Cycle

Dear Dan:

On Tuesday, December 9, 2014, the Shasta Regional Transportation Agency (SRTA) Board of Directors will consider adopting a four-year Regional Transportation Plan (RTP) update cycle. This action is in response to an August 29, 2014, Memorandum from the California Department of Housing and Community Development (HCD) notifying local governments of the option to change their Housing Element (HE) schedule from a five-year planning period to an eight-year planning period for the next 6th cycle update.

The City supports changing its HE schedule to an eight-year planning period. In order for this change to occur, SRTA, as the designated Metropolitan Planning Organization for the region, must change its RTP update cycle from five years to four years no later than December 31, 2014.

Changing to an eight-year HE schedule will result in cost savings to the City. The cost for the 2004 HE update included consultant fees of \$35,000, plus staff time, for a total of approximately \$40,000. The HE update adopted in 2010 included approximately 2 ½ months of work by the City's Senior Planner and ½ month by the Development Services Director, plus out-of-pocket expenses, for a total cost of approximately \$35,000. The most recent update, adopted in 2014, cost approximately \$30,000 in staff time and materials. Staff time taken away from other projects during the HE update process is another reason for the City's support for the proposed HE schedule changes.

If you have any questions, please feel free to contact me at 530.275.7460 or cthompson@cityofshastalake.org

Sincerely,

A handwritten signature in cursive script that reads "Carla L. Thompson".

Carla L. Thompson, AICP
Development Services Director

c: Sean Tiedgen, AICP, SRTA Associate Transportation Planner
John N. Duckett, Jr. City Manager
Debbie Israel, Senior Planner
Jeff Tedder, City Engineer



Shasta County

DEPARTMENT OF RESOURCE MANAGEMENT
1855 Placer Street, Redding, CA 96001

Richard W. Simon, AICP
Director

December 1, 2014

Daniel S. Little, AICP, Executive Director
Shasta Regional Transportation Agency
1225 East Street, Suite 202
Redding, CA 96001

Re: REGIONAL TRANSPORTATION PLAN AND HOUSING ELEMENT UPDATE
CYCLES

Dear Mr. Little,

This letter is in support of the Shasta Regional Transportation Agency (SRTA) adopting a four-year Regional Transportation Plan (RTP) update cycle. This schedule would allow Shasta County's Housing Element to be updated at eight-year rather than five-year intervals, and would result in considerable savings to the County in terms of staff resources and costs, in addition to keeping the RTP responsive to local planning and development trends.

The cost of updating Shasta County's Housing Element varies depending on the extent of necessary revisions, changes in state requirements between cycles and the ratio of in-house staff time to consultant services. The average cost is about \$37,000. With an eight-year cycle, the County could amortize that cost over eight rather than five years resulting in direct cost savings each year as well as allowing staff to spend more time directly assisting the public. Other jurisdictions within the County would likely realize similar benefits.

For these reasons the Resource Management Department supports and encourages SRTA to adopt the four-year RTP update schedule.

Please feel free to contact me with any questions regarding this letter of support or the County's Housing Element update process.

Sincerely,

Richard W. Simon, AICP
Director of Resource Management

RS/rh

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FAX: (530) 245-6468

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☒ Suite 200
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FAX: (530) 225-5807

Toll Free Access Within Shasta County 1-800-528-2850