

Draft Scope of Work – South Bay COG Director of Regional Development*

***Regional Planning might be more descriptive but some funds won't pay for planning**

The Director of Regional Development is responsible for conducting the agency's housing and development program as follows:

Always in consultation with the city Community Development Directors:

- Assist the COG and member jurisdictions in developing a coherent housing policy to ensure that state policy goals to accelerate housing production are met, while also meeting the local needs of communities in the SBCCOG region;
- Track state housing policy and legislation, recommend advocacy positions to be taken by the SBCCOG Board and support or participate in legislative advocacy on behalf of the SBCCOG as directed;
- Track and participate in the development of regional plans, particularly the Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) periodically developed by SCAG; track and participate in related regional committee meetings (Technical Working Group, Regional Council, Policy Committees, etc.); and keep COG members informed of their implications;
- Track and participate in SCAG's RHNA process, including RHNA Subcommittee meetings for the distribution methodology, and keep COG members informed of the process and its implications;
- Oversee the implementation of the SCAG REAP programs that the SBCCOG has submitted on behalf of SBCCOG cities;
- Work with other COG and city program staff, including transportation planning, economic development, and homelessness to ensure that policy, planning, and project development efforts are coordinated;
- Develop a comprehensive understanding of what cities are doing throughout the state on complying with requirements, i.e. best practices, re: ADU's, public participation, etc.;
- Track member jurisdictions' compliance with state housing law and assure they receive technical assistance as needed;
- Be a resource to cities on request – conducting research, assisting with RFP's
- Further develop the agency's climate planning initiatives by ensuring member jurisdictions continue to use the Climate Action Planning Framework; update the CAP Framework and develop additional tools as needed;
- Recommend and develop additional innovative planning programs as needed, and monitor and share funding opportunities to help the South Bay Cities prosper economically, environmentally, and socially.