

# Association of Bay Area Governments

## Executive Board

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November 18, 2021

Agenda Item 6.j.

Contract with Symbium Corp. for REAP Consulting Services

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### Subject:

Authorization to enter into contract with Symbium Corp. on behalf of the Association of Bay Area Governments (ABAG) to assist in designing and implementing the Regional Early Action Planning Grant Program (REAP) in an amount not to exceed \$500,000 through December 31, 2023

### Background:

Symbium Corp. is the sole provider of Complaw® tools that automate the legal analysis of properties against non-discretionary local zoning codes at the parcel level, or across a jurisdiction. Symbium's Complaw®-enabled Plancheck software is a web-based tool that makes zoning regulations easy to navigate, empowering anyone to quickly conduct an initial assessment of what's possible on a piece of property. Plancheck saves staff time by automating responses to routine questions, allowing them to focus on more complex, discretionary analyses. Plancheck also ensures that regulations are consistently applied and reduces the time needed to train new planning staff on complex regulations.

With Plancheck, members of the public and planning staff are able to enter an address online, select any project scope (i.e., construct a new single-family residence), and Plancheck will instantly display only the relevant zoning regulations that will impact the project, including often overlooked regulations (i.e., heritage tree regulations). The tool will also perform an instant initial compliance check of the project against non-discretionary regulations such as lot size, setbacks, and structure size, allowing applicants to adjust project specifications to come into compliance prior to submission of their application forms to speed processing. Plancheck will also link to fillable versions of all required application forms, including often overlooked forms (i.e., applications for right of way encroachments) to produce more complete and compliant applications. Additionally, Plancheck integrates with existing permit tracking systems (i.e., Accela) to save time and decrease data entry errors.

If this contract is approved, Symbium will configure their Plancheck program for 10 local Bay Area jurisdictions with populations under 700,000 ("Eligible Jurisdictions") as part of a 1-year pilot. ABAG will solicit letters of interest from Eligible Jurisdictions that will be evaluated on their commitment to accelerating housing production and a narrative on how Plancheck would be used to reduce significant bottlenecks in permit processing in the jurisdiction. The ABAG contract with Symbium would also guarantee favorable pricing to all Eligible Jurisdictions that choose to independently contract with Symbium. The Plancheck license fee for each Eligible Jurisdiction.

### Issues:

None.

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**Recommended Action:**

The Executive Board is requested to authorize the Executive Director of the Metropolitan Transportation Commission (MTC), or her designee, on behalf of the Association of Bay Area Governments, to negotiate and enter into a contract with Symbium Corp. for an amount not to exceed \$500,000 to provide local jurisdiction members of ABAG with Plancheck program software licenses.

**Attachments:**

Summary Approval

**Reviewed:**



Therese W. McMillan