SESSION 6
Developing Housing: Be Smart in Navigating the Process

Before we get started, please write questions you may have, and place on board based on today’s goals:

01 Define Your Needs
02 Create Vision & Mission
03 Develop Service & Operational Plans
04 Design a Successful Place
Developing Housing: Be Smart in Navigating the Process

Presented by Anderson Brulé Architects & University of the Pacific
01 / Introduction
Holly White
M.A., BCBA
Executive Director of Behavioral Services
University of the Pacific

Pamela Anderson-Brulé
FAIA
Principal
Anderson Brulé Architects

Angshupriya Pathak
AIA
Associate
Anderson Brulé Architects
Goals for Today’s Session

01 Define Your Needs
02 Create Vision & Mission
03 Develop Service & Operational Plans
04 Design a Successful Place
02 / Project Model
Project Model Development

- WHO
- WHY
- HOW
- WHERE
WHO YOU SERVE

/ Demographics
/ Service Population
Demographics

Population of Santa Clara County:
- 1,937,570
- 4.4% with a disability under the age of 65
- ~85,000 people

San Andreas Regional Center (SARC)

Silicon Valley Independent Living Center

Apartment Complexes with Dedicated I/DD Apartments (Housing Choices)
Service Population

Estimated Autism Prevalence 2018

*Centers for Disease Control and Prevention (CDC) prevalence estimates are for years prior to the report date (e.g., 2018 figures are from 2014).
WHY: VISION & MISSION

WHO → WHY → HOW → WHERE

/ Future Desired State
/ Strategies & Goals to Accomplish
Future Desired State

Thrive
Community Home
PLAY
Service
Friendship
Independent Living
DREAMS
WORK
Safety
Self Determination
Intentional Community
Sustainable Village
LIVE
Family
LOVE
Circle of Support
Joy
Financial Security
Learning
HOW YOU SERVE

/ Plan of Service
/ On-Site vs. Off-Site
/ Staffing Plan
/ Operational Plan
/ Licensing Considerations
Plan of Service

Questions to Ask Yourself About Supports Needed:

• How well can our residents cook for themselves?

• What safety concerns do we have if our residents are home alone?

• What are meaningful ways our residents will spend their leisure time?

• How well can our residents navigate the community on their own?
On-Site vs. Off-Site

Supports vs. Services

You will need to decide which supports you want provided in house within your site and which services will be contracted out or leveraged from existing services.
Staffing Plan

Who will provide Direct Support:

- How many people do we need to hire (and in what specialties)?
- What is the cost or rate of our program?
- What permits, licenses, and/or training do we need?
Staffing Plan

Service Types:
- Plan of Service
- On-Site vs. Off-Site
- Food / Entertainment
- Health / Wellness
- Support
- Education

Direct On-Site:
- Healthy Food Service
- Group Dinners
- Mobility Training
- Cognitive Growth

Direct Off-Site:
- Grocery Store Trips
- Sporting / Cultural Events
- Art Program

Independent / Low Support Ratio

High Need / High Support Ratio
Licensing Considerations
Title 22 Division 6 Chapter 1

Article 3: Application Procedures
- Nondiscrimination of Applicants
- Application for License
- Criminal Record Clearance
- Criminal Record Exemption
- Child Abuse Central Index
- Fire Clearance
- Water Supply Clearance
- Plan of Operation
- Disaster and Mass Casualty Plan
- Waivers and Exceptions
- Bonding Safeguards for Cash Resources, Personal Property, and Valuables
- Initial Application Review
- Capacity Determination
- Withdrawal of Application
- Provisional License
- Issuance of License Repealed by CDSS Manual Letter No. CCL-01-07, effective 6/29/01
- Repealed by CDSS Manual Letter No. CCL-01-07, effective 6/29/01
- Submission of New Application
- Conditions for Forfeiture of a Community Care Facility License
- Licensing Fees

Article 4. Administrative Actions
- Denial of Initial License
- Repealed by CDSS Manual Letter No. CCL-01-07, effective 6/29/01
- Revocation or Suspension of a License Licensee/Applicant Complaints
- Inspection Authority of the Licensing Agency
- Evaluation Visits
- Exclusions

Article 5. Enforcement Provisions
- Serious Deficiencies
- Deficiencies in Compliance
- Follow-up Visits to Determine Compliance
- Penalties
- Administrative Review
- Denial or Revocation of License for Failure to Pay Civil Penalties
- Exemption from Civil Penalties
- Unlicensed Facility Penalties
- Unlicensed Facility Administrative Appeal

Article 6. Continuing Requirements
- Reporting Requirements
- Finances
- Accountability
- Administrator-Qualifications and Duties
- Personnel Requirements
- Personnel Records
- Admission Agreements
- Needs and Services Plan
- Modifications to Needs and Services Plan
- Eviction Procedures
- Client Medical Assessments
- Renumbered and amended to Section 80092.2 by Manual Letter No. CCL-98-05, effective 10/1/98
- Functional Capabilities Assessment
- Renumbered to Section 85069.3 by Manual Letter No. CCL-98-09, effective 10/1/98
- Client Records
- Register of Clients
- Personal Rights
- Telephones
- Transportation
- Health-Related Services
- Automated External Defibrillators (AEDs)
- Food Service
- Personal Services (Reserved)
- Care for Clients Who Rely Upon Others to Perform All Activities of Daily Living
- Care for Clients Who Lack Hazard Awareness or Impulse Control
- Care for Clients with Incontinence
- Care for Clients with Contractures
- Responsibility for Providing Care and Supervision Activities (Reserved)

Article 7. Physical Environment
- Alterations to Existing Buildings or New Facilities
- Buildings and Grounds
- Fixtures, Furniture, Equipment and Supplies

Article 8. Incidental Medical Services
- Health and Safety Services
- Prohibited Health Conditions
- Restricted Health Conditions
- General Requirements for Restricted Health Conditions
- Restricted Health Condition Care Plan
- Inhalation-Assistive Devices
- Colostomy/Ileostomy
- Fecal Impaction Removal, Enemas or Suppositories
- Indwelling Urinary Catheter/Catheter Procedure
- Staph or Other Serious, Communicable Infections
- Diabetes
- Wounds
- Gastrostomy Feeding, Hydration, and Care
- Tracheostomies
- Renumbered to Section 80092.11 by Manual Letter No. CCL-98-05, effective 10/1/98
- Department Review of Health-Related Conditions
- Health Condition Relocation Order
- Client's Request for Review of a Health Condition Relocation Order by the Interdisciplinary Team (IDT Repealed by Manual Letter No. CCL-02-10, effective 9/8/02

https://cdss.ca.gov/inforesources/Letters-Regulations/Legislation-and-Regulations/Community-Care-Licensing-Regulations
Operational Plan

Sustainable Business Model Components

- **Who** are you hiring?
- **What** are they doing?
- **How** are they doing it?

![Diagram of Sustainable Business Model Components]

- Organization / Administration
- Finance / Funding
- Program Plan / Management
- Development Plan
- Insurance / Legal
- Licensing / Vendorizing
- Personnel / Staffing
- Marketing / Outreach
WHERE

WHO → WHY → HOW → WHERE

/ Zone / Use
/ Neighborhood & Community Context
/ Site & Surrounding
/ Defining a Development Plan
Neighborhood & Community Context
Site & Surrounding

Design Guidelines
Access
Adjacencies
Views In / Views Out
Building Envelope
Site & Surrounding

Site Key Considerations

• Setbacks (Distance from Property Lines)
• Delivery / Parking
• Fire Exit / ADA (American Disabilities Act)
• Security / Privacy
Plan Considerations

- Functionality & Modularity
- Designed Experiences
- Organization & Flow
- Multi-Functional / Operational
- Customization / Zoning
- Opportunities for Excitement
Project Model

WHO → WHY → HOW → WHERE
Defining a Development Plan

With Support from Life Services Alternatives, Inc.
Plan Considerations

- Functionality & Modularity
- Designed Experiences
- Organization & Flow
- Multi-Functional / Operational
- Customization / Zoning
- Opportunities for Excitement
Defining a Development Plan

Single Unit Module

450 square feet Residence
Defining a Development Plan

Group Home Module

THE DESIGN

- BEDROOM
- BATHROOM
- SUPPORT SPACE
- SOCIAL CONNECTION
- SHARED GARDEN/ PATIO
- PARKING
Project Model

WHO → WHY → HOW → WHERE
Benchmark Projects
RURAL SETTING
SUBURBAN SETTING
URBAN SETTING
Main Floor
ABA Project Example
RURAL SETTING
Design Goals

Residents:
- 8 -15
- Highly functional
- Work or volunteer 20+ hours/week
- Ability to self medicate; non violent
- Mixed age and gender

Affordable: land/building donated to 501c3

Executive Director: building maintenance, staff management, service coordination

Partners: High School, Senior Homes, Market & Retail, Sports Club

Staff Services

**DIRECT SERVICES:**
- Food/Cooking
- Weekend Entertainment / Programming
- Social Scaffolding
- Service And Volunteer Coordination
- Site & Building Management / Security / Maintenance

**INDIRECT SERVICES:**
- Supported Living Services
- Day Programming
- Job Support
- Continuing Education
- Special Olympics / Sports
- Pool
- Exercise
THE DESIGN

- UNIT TYPE
- SUPPORT SPACE
- SOCIAL CONNECTION
- SHARED GARDEN
- EXT. GROUP PLAY
Discussion / Questions
The Creekside Team identified the site at 14076 Quivo Road as an opportunity to align Saratoga's reverence for environment and quality of life with Creekside's devotion to delivering a quality education in a sanctuary-like atmosphere.

Respect for natural beauty and preservation of its small-town feel were among the core values that drew Creekside to Saratoga when looking to develop a lasting home for its growing program.

**Key Drivers**
- Safety and Security
- Traffic and Existing Congestion
- Noise Management
- Natural Beauty of Saratoga
Key Considerations / Design Drivers

Building Placement
- Edges
- Terrain
- Trees
- Setbacks

Safety and Security
- Walkway / Sidewalk
- Buildings as Natural Safety Barrier
- Thoughtful Fencing Strategy

Traffic and Existing Congestion
- Street Improvements
- Clear Vehicular Access
- Traffic Study

Noise Management
- Soothing Environment
- Buffered Activity
- Dispersed, Scheduled, Varied Play
- Multi-Purpose Barn for Indoor Play

The Natural Beauty of Saratoga
- Sensitive Building Siting
- Preserve Existing Trees
- Underground Parking
- Limited Surface Parking
- Public Walkway Improvements
- Park Improvements
- Visual Buffer Planting
- Additional Trees Throughout

Proposed Design Concept

Outdoor Zoning
- Play Area (Preschool)
- Flexible Outdoor Space
- Orchard
- Courtyard
- Parking
- Student Walking Path
- Improved Public Walking Path
- Classroom Patios
- Fire and Maintenance Access

Indoor Zoning
- Classroom Space
- Administrative Space + Offices
- Preschool
- Multi-Purpose Space
Project Benchmark

Project Model Development

WHO YOU SERVE
- DEMOGRAPHICS
- SERVICE POPULATION

THEIR NEEDS
- I/DD COMMUNITY NEEDS
- NEIGHBORHOOD NEEDS

TRENDS
Project Benchmark

Project Model Development

WHO YOU SERVE
- DEMOGRAPHICS
- SERVICE POPULATION

THEIR NEEDS
- I/DD COMMUNITY NEEDS
- NEIGHBORHOOD NEEDS

WHY: VISION & MISSION
- FUTURE DESIRED STATE
- STRATEGIES & GOALS TO ACCOMPLISH

TRENDS
Project Benchmark

Project Model Development

WHO YOU SERVE
- Demographics
- Service Population

THEIR NEEDS
- I/DD Community Needs
- Neighborhood Needs

WHY: VISION & MISSION
- Future Desired State
- Strategies & Goals to Accomplish

SERVICES TYPES
- Plan of Service
- On-Site vs. Off-Site
- Food / Entertainment
- Health / Wellness
- Support
- Education

HOW WE SERVE
- Operational Plan
- Staffing Plan
- Licensing Considerations

LAWS / REGULATIONS

WHERE
- Architectural Space Program
- Adjacencies

SITE / SURROUNDING
- Zoning
- Infrastructure
- Access / Orientation
- Amenities / Features
- Proximity to Services Neighborhood / Political Support

ARCHITECTURE
- Prepare Site Design for Planning Permit
- Prepare Building Design for Construction Permit

INTERIOR DESIGN
- Furniture, Fixtures, and Equipment

SPACE PROGRAM
- Room Types
- Sizes / Quantities
- Adjacencies
- Balancing Residential & Support Spaces

TRENDS

BEST PRACTICES
Benchmark Criteria