

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Marlon L Osum, Member
Amit Pal, Member



CITY COUNCIL MEETING

A G E N D A
REGULAR MEETING OF THE SUISUN CITY COUNCIL,
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,
AND HOUSING AUTHORITY
TUESDAY, NOVEMBER 7, 2023
6:30 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

*ZOOM MEETING INFORMATION:
WEBSITE: <https://zoom.us/join>
MEETING ID: **862 7008 2731**
CALL IN PHONE NUMBER: (707) 438-1720*

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 5 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720*

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Ord. No. – 808)
(Next City Council Res. No. 2023 – 142)
Next Suisun City Council Acting as Successor Agency Res. No. SA2023 - 06
(Next Housing Authority Res. No. HA2023 – 04)

ROLL CALL

Council /Board Members
Pledge of Allegiance
Invocation

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

REPORTS (Informational items only.)

- 1 Acting City Manager Update - (Roth: aroth@suisun.com).

PRESENTATION/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

- 2 Proclamations Presented at Meeting - (Hernandez: ahernandez@suisun.com):
 - a. Proclamation Proclaiming November 2023 as "Native American Heritage Month."
- 3 Proclamations Not Presented - (Hernandez: ahernandez@suisun.com):
 - a. Alooma Court No. 198 Day Illustrious Commandress Regina A. Thompson.
 - b. Alooma Court Temple No. 212 Illustrious Potentate Timothy W. Finney.
 - c. Proclamation Proclaiming November 3, 2023 - November 5, 2023, as "Virgil's Bait Shop Striper Days."
- 4 Presentation on Utilities Billing System - (Deol: ldeol@suisun.com).

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

COUNCIL COMMENTS

- 5 Council/Board Member Updates.

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

City Council

- 6 Council Adoption of Ordinance No. 807: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within the City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Tractor Supply Co.) (Introduced and Reading Waived October 17, 2023) - (Vue: nvue@suisun.com).
- 7 Council Adoption of Resolution No. 2023-___: Authorizing the Acting City Manager to Execute a Transportation Funds for Clean Air Funding Agreement with the Solano Transportation Authority for the Driftwood Drive Path Gap Closure Project - (Vue: nvue@suisun.com).
- 8 Council Adoption of Resolution No. 2023-___: Authorizing the Acting City Manager to Execute a Funding Agreement with the Solano Transportation Authority to Receive Earmarked Funds from the State of California Department of Caltrans for Electric Vehicle (EV) Charging Station Infrastructure Improvements Project - (Vue: nvue@suisun.com).
- 9 Council Adoption of Resolution No. 2023-___: Authorizing the Application for Grant Funds for the Proposition 68 Community and Economic Enhancement Grant Program from the

Sacramento-San Joaquin Delta Conservancy and Authorizing the Acting City Manager, or Appointed Designee, to Execute Application Related Documents - (Lofthus: klofthus@suisun.com).

Joint City Council / Suisun City Council Acting as Successor Agency/ Housing Authority

- 10 Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 3, 2023, and October 17, 2023 – (Skinner: clerk@suisun.com).

PUBLIC HEARING

City Council

- 11 Council Introduction and Waive First Reading of Ordinance No. ____: An Ordinance of the City Council of the City of Suisun City Adding Chapter 12.34 (Sidewalk Maintenance), to Title 12 (Streets, Sidewalks, and Public Places) of the Suisun City Municipal Code – (Vue: nvue@suisun.com) - (Continued to November 21, 2023).

GENERAL BUSINESS

City Council

- 12 Waterfront District Specific Plan Amendments: Workshop to Discuss Comprehensive Amendments - (Bermudez: jbermudez@suisun.com).
- 13 Council Adoption of Resolution No. 2023-____: Approving the Tractor Supply Public Art Installation to Meet the Requirements of the 1.5 Percent Art Fee - (Lofthus: klofthus@suisun.com).
- 14 Discussion and Direction on Youth Advisory or Youth Commission - (Lofthus: klofthus@suisun.com).
- 15 Discussion of Legal and Practical Constraints on Addressing Homelessness, and Possible Direction for Further Analysis - (City Attorney).
- 16 Council Adoption of Resolution No. 2023-____: Authorizing the Interim City Manager Employment Agreement between the City of Suisun City and Acting City Manager Aaron Roth - (City Attorney).
- 17 Suisun City Municipal Code Update – (City Attorney):
 - a. Council Introduction and Waive First Reading of Ordinance No. ____: An Ordinance of the City Council of the City of Suisun City, California, Repealing Chapter 1.16 (Administrative Compliance Orders) and Amending Chapter 1.20 (Administrative Citations) to Title 1 (General Provisions); and Amending Sections 1.08.030, 5.04.460, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 12.12.090, 12.32.120, 15.04.090, and 21.08.020(A) of the Suisun City Municipal Code; and
 - b. Discussion and possible action on a Resolution of the City Council of the City of

Suisun City, California, Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code.

REPORTS: (Informational items only)

- 18 Mayoral Update - (Hernandez: ahernandez@suisun.com).
- 19 Non-Discussion Items

ADJOURNMENT

Public Access To Agenda Documents

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council /Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The city may charge photocopying charges for requested copies of such documents. To the extent feasible, the agenda packet is available for online public viewing on the City's website: <https://www.suisun.com/Government/City-Council/Agendas>

The City Council/Agency/Authority hopes to conclude its public business by 10:00 p.m. No new items will be taken up after 10:00 p.m., unless so moved by a majority of the City Council, and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

Accommodations

If you require an accommodation to participate in this meeting, please contact the City Clerk at (707) 421-7302 or clerk@suisun.com. The City's reasonable accommodation policy is available for review on the City's website at www.suisun.com/government/city-council/, you may request an electronic copy or have a copy mailed to you. Please note that for accommodations that are not readily available, you must make your request as soon as you can prior to the time of the meeting.

Decorum

All participants are expected to conduct themselves with mutual respect. Conduct that disrupts meetings will be addressed in accordance with Section 54957.95 of the Government Code.

Ordinances

Ordinances are city laws contained in the Suisun City Municipal Code. Enacting a new city law or changing an existing one is a two-step process. Government Code 36934 provides, except when, after reading the title, further reading is waived by regular motion adopted by majority vote all ordinances shall be read in full either at the time of introduction or passage; provided, however, that a reading of the title or ordinance shall not be required if the title is included on the published agenda and a copy of the full ordinance is made available to the public online and in print at the meeting prior to the introduction or passage.

Certification Of Posting

Agendas for regular and special meetings are posted in accordance with the Brown Act at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including:

- Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.

Office of the Mayor
Suisun City, California

Proclamation



WHEREAS, today marks the local celebration at a ball honoring a Fairfield, California resident, Regina A. Thompson as Illustrious Commandress of Alooma Court No. 198; and

WHEREAS, this annual ball represents a time to reflect on Alooma Court's many charitable accomplishments; and

WHEREAS, Illustrious Commandress, Regina A. Thompson, as well as the members of Alooma Court No. 198 have given their time and energies to improving human relations for the betterment of this community throughout the years; and


WHEREAS, it is appropriate that we recognize Alooma Court No. 198 for its many contributions and for being an asset to this community.

NOW, THEREFORE, I, Alma Hernandez, Mayor of the City of Suisun City, do hereby proclaim November 4, 2023, as:

"Alooma Court No. 198 Day"

in Suisun City, we commend Alooma Court No. 198 and extend our best wishes for continued success in all its future endeavors.

*In witness whereof I have hereunto set my
hand and caused this seal to be affixed.*


Alma Hernandez, Mayor

ATTEST:



DATE:

November 7, 2023



Office of the Mayor
Suisun City, California

Proclamation



WHEREAS, Timothy W. Finney has served as Illustrious Potentate of Alooma Temple No. 212, Ancient Egyptian Arabic Order Nobles of the Mystic Shrine of North and South America and its Jurisdiction, Inc., Oasis of Suisun City, Desert of California, from January 1, 2023 to the present; and

WHEREAS, he has exemplified the true spirit of Shrinedom in his sound judgment, and his ever-increasing concern for his fellow man has made him premier of Alooma Temple No. 212; and


WHEREAS, Illustrious Potentate Timothy W. Finney has given freely his time and service in the area of community service and human relations for the betterment of mankind; and

WHEREAS, it is appropriate that we recognize the many contributions Illustrious Potentate Timothy W. Finney made in the community and his sacrifice in promoting the program of Alooma Temple No. 212.

NOW, THEREFORE, I, Alma Hernandez, Mayor of the City of Suisun City, do hereby commend Illustrious Potentate Timothy W. Finney for his many accomplishments, and extend best wishes for continuous success in all future endeavors.



*In witness whereof I have hereunto set my
hand and caused this seal to be affixed.*


Alma Hernandez, Mayor

ATTEST: 

DATE: November 7, 2023

Office of the Mayor
Suisun City, California

Proclamation



WHEREAS, the City of Suisun City recognizes the value of fostering community spirit, promoting outdoor recreational activities, and supporting local businesses; and

WHEREAS, Virgil's Bait Shop in the City of Suisun City has been a popular fisherman's hangout for nearly 80 years and one of the oldest continuously running businesses in Suisun City with a fish sign that has been an iconic visual landmark in Downtown Suisun City since the 1940s; and

WHEREAS, in 1958, Frank Butcher arrived via train to Travis Air Force Base and came across Virgil's Bait Shop after getting off at the Suisun City Train Depot and as many regulars have for decades, made it the traditional hangout location; and

WHEREAS, the Butcher brothers, Eric and Rick, Frank Butcher's sons, made it a part of their lives since they were children and purchased the shop in 2018; and

WHEREAS, every owner since its first, Virgil Crowell, who sold it around 1970, had local ties; and

WHEREAS, the annual three-day "Anybody Can Win Striper Derby", sponsored by Virgil's Bait Shop, is a significant annual event that brings together residents and visitors, offering an opportunity for recreational fishing, friendly competition, and community engagement; and

NOW, THEREFORE, I Alma Hernandez, Mayor of the City of Suisun City, do hereby recognize November 3, 2023-November 5, 2023 as

"VIRGIL'S BAIT SHOP STRIPER DERBY DAYS"

and encourage all residents of the City of Suisun City to support the tradition that Virgil's Bait Shop has brought to the community with the annual Striper Derby Days.



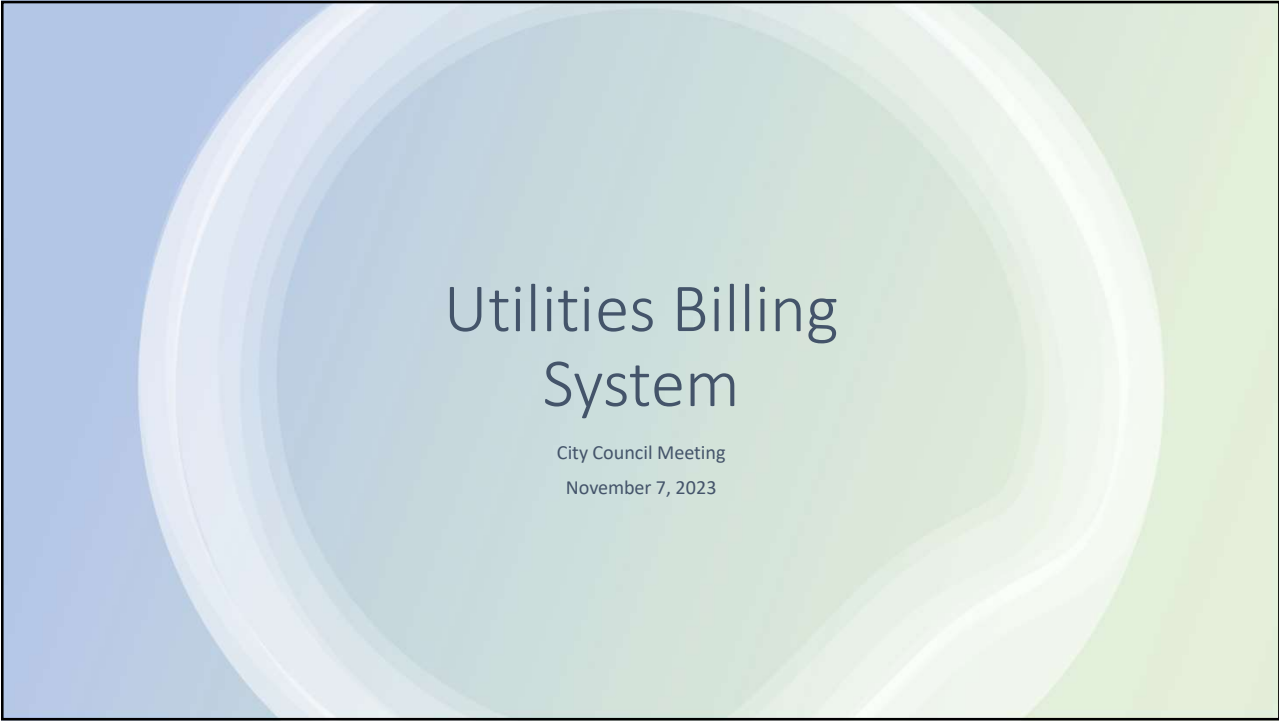
*In witness whereof I have hereunto set my
hand and caused this seal to be affixed.*


Alma Hernandez, Mayor

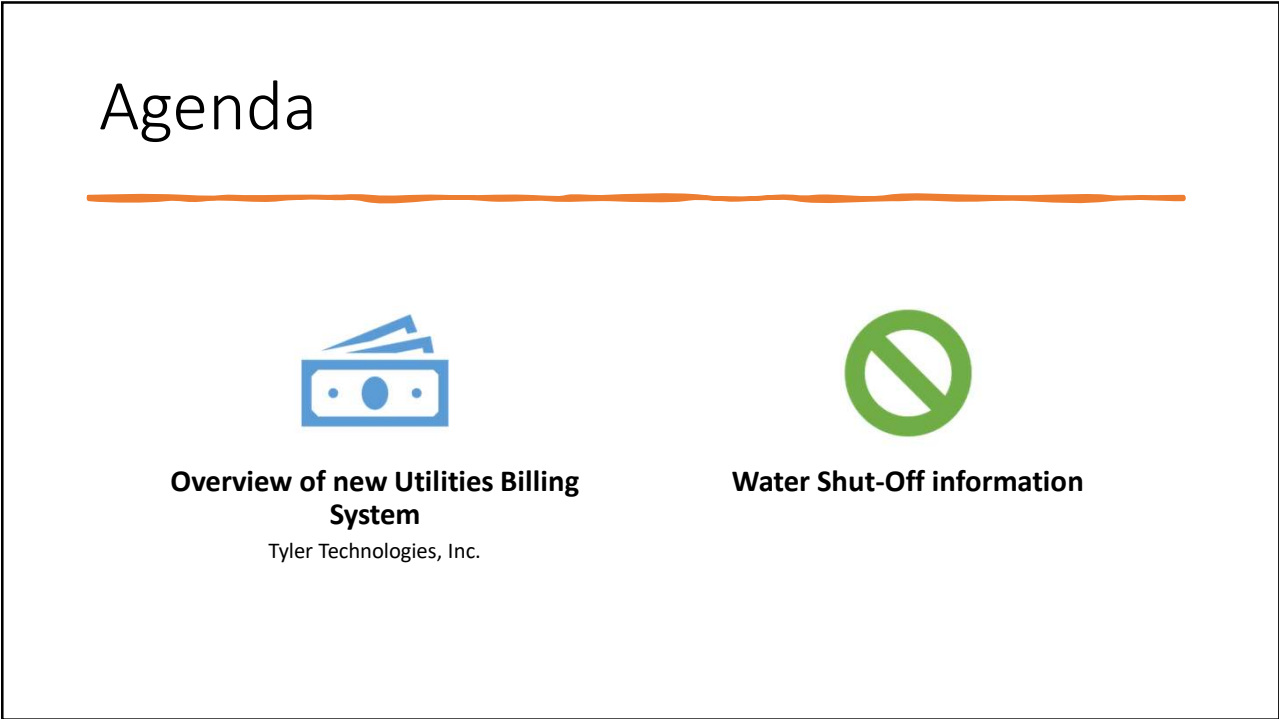
ATTEST: 

DATE: November 3, 2023

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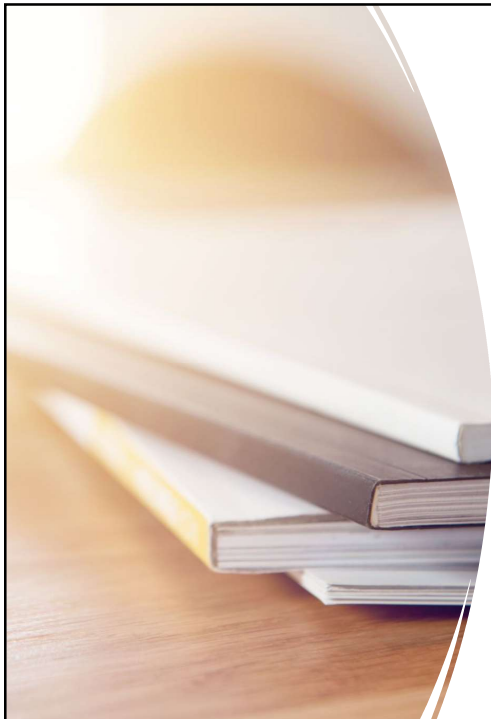
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Utilities Billing System Overview

- Tyler Technologies, Inc. – March 7, 2022
- It provides billing and customer information management for municipalities for water, sewer, electricity, and gas operations.
 - Bill water and sewer while keeping multiple billing cycles active at the same time
 - Receive and track payments
 - Maintain historical information regarding services, accounts, and customers
 - 24/7 customer access for paying bills and fees online
 - Analyze trends and variations in customer records
 - Easily respond to customer questions or issues

3



Communication/Outreach

- Public Notice – Start of Project
- City Website
- City Social Media
- E-mail: Council, Boards, Commissions, Committees, employees, etc.
- Insert in monthly water bills (instructions to set-up online account)
- Public Notice – Go-Live

4

Former Water Bill



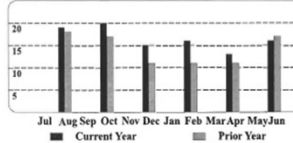
CITY OF SUISUN CITY
701 Civic Center Blvd.
Suisun City, CA 94585-2617
(707) 421-7320

SUISUN CITY CA 94585

SPECIAL MESSAGE

****IMPORTANT MESSAGE****
The City of Suisun will be transitioning its water billing system in July. This is a PLANNED migration to a new system. AUTOMATIC PAYMENTS WILL NO LONGER BE ACTIVE. There will be a NEW LINK to set up payments. **MORE INFORMATION TO COME**

WATER USAGE AS 100 Cubic Feet



PAYMENT INFORMATION

Payment is due upon receipt. A 10% penalty will be assessed if payment is not received after 30 days from the bill date. Important information on water regulations for non-payment, late fees, disconnection process and alternative payment schedule including paying online can be found on our website at <http://www.suisun.ca/water>. Payment of this account may be made in person or placed in an after-hour secure drop box at City Hall, by mail using the enclosed return envelope or online. Returned financial transactions will be assessed a fee and may result in potential termination of services. For billing inquiries, please contact customer service at 707-421-7320.

UTILITY ACCOUNT STATEMENT

ACCOUNT INFORMATION

ACCOUNT NUMBER: TOD0003
Location Number: 0000702
Service & Route: 003-1570
Service Address: [REDACTED]
Service Period: 04/16/23 through 06/15/23
Billing Date: 06/25/23
DUE DATE: Tuesday July 25, 2023 11:59 PM

METER INFORMATION

Endpoint#	Previous Reading Date	Current Reading Date	Usage as Reading	Cubic Feet
120160669	04/15/23 402	06/15/23 418		16

Size: 3/4-inch Days in Meter Reading Cycle: 61

CURRENT CHARGES

Water Base Rate	\$60.45
Water Usage	\$47.20
Sewer Base Rate	\$90.04

TOTAL CURRENT CHARGES \$197.69

PREVIOUS UNPAID BALANCE

60 Days Past Due	120 Days Past Due	120+ Days Past Due
\$0.00	\$0.00	\$0.00

ACCOUNT SUMMARY

Previous Unpaid Balance	\$0.00
Current Charges for Service Amount Now Due	\$197.69

TOTAL AMOUNT DUE \$197.69

5

New Water Bill



SUISUN CITY, CA
701 CIVIC CENTER BLVD
SUISUN, CA 94585
(707) 421-7320



SUISUN CITY, CA 94585

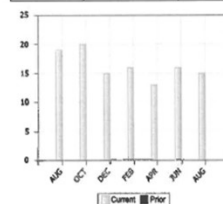


Account Number	AMOUNT DUE
003-1570-001	\$283.39
Due Date	After Due Date Pay
9/25/2023	\$223.73
Account Name	
[REDACTED]	
Service Address	
[REDACTED]	
Amount Enclosed	
[REDACTED]	

Returned checks will be assessed a fee and may result in potential termination of services. Please bring this portion when making payment in person or mailing payment.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name	Service Address			Account Number		
[REDACTED]	[REDACTED]			003-1570-001		
Status	Billing Period From	Billing Period To	# Days	Bill Date	Penalty Date	Due Date
Active	6/15/2023	8/17/2023	61	8/25/2023	9/29/2023	9/25/2023



PREVIOUS BALANCE	\$197.69
PAYMENTS	(\$197.69)
ADJUSTMENTS	\$0.00
PENALTIES	\$0.00
PAST DUE AMOUNT	\$0.00
PREVIOUS READING	433
PREVIOUS READING	418
USAGE	15
WATER BASE CHARGE	63.47
WATER CONSUMPTION	46.50
SW BASE	93.42
CURRENT BILL	\$283.39
AMOUNT DUE	\$283.39
AMOUNT DUE AFTER 09/25/2023	\$223.73

6

Online Payments

New Fee Structure



Phone Payment
(No fee)



Credit/Debit Card
(\$1.25/transaction)



E-Check (No fee)

Old Fee Structure

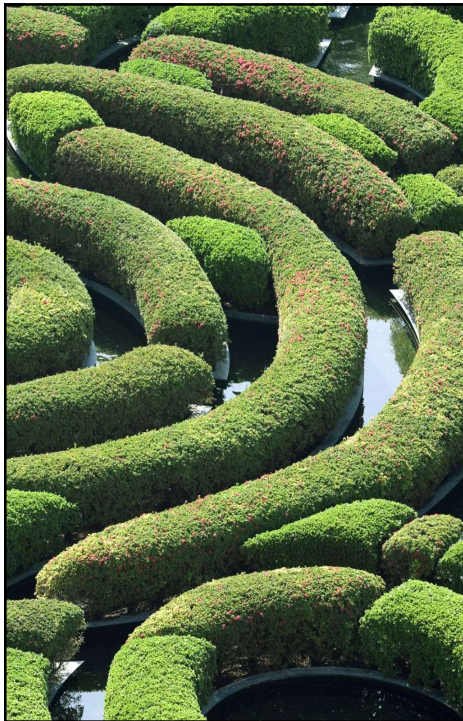


Credit/Debit Card
(3.75% /transaction)



E-Check (No fee)

7



Pending Issues

- Issues importing reads from Meter Badger to Tyler.
- Ongoing issues with Meter Badger not reading meters, not a Tyler problem.
- Random issues with payments made during transition not posting accurately to Tyler.
- Ongoing issues of unreconciled online payments, requires assistance from Tyler which includes research.
- Continuous learning to run reports from Tyler and navigating the system.

8

Shut Offs

	Shutoff Date JAN 25 '23	Shutoff Date MAR 1 '23	Shutoff Date MAR 29 '23	Shutoff Date APR 26 '23	Shutoff Date MAY 31 '23	Shutoff Date JUN 28 '23	Shutoff Date JUL 26 '23	Shutoff Date AUG 30 '23	Shutoff Date SEP 27 '23
Final Notice Bill (15 days prior to disconnection)	333	386	314	355	305	201	335	434	596
Number of accounts subject to shutoff	47	33	29	42	19	26	**	**	
Request payment arrangements	0	1	2	2	1	1	**	**	
Made payments	35	29	19	34	15	24	**	**	
No payment nor arrangements made	12	2	6	4	3	3	**	**	
	47	32	27	40	19	26			

No Shut Offs were done in July and August due to major transition to new utilities billing system!

Final Notice
Bills for
October:
497

9

Questions/Comments

Thank you!

10

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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Ordinance No. 807: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within the City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Tractor Supply Co.) (Introduced and Reading Waived October 17, 2023).

FISCAL IMPACT: There would be an impact to the General Fund from this item. Once annexed into CFD#2 (Annexation #17), Tractor Supply Co. will begin to contribute funds towards Safety Services such as police and fire. The annexation of Tractor Supply Co. into Community Facilities District No. 2 meets the fiscal criteria as established by Resolution No. 2005-69 Cost Recovery Policy for New Development, dated October 4, 2005. Community Facilities District #2 is intended to offset Municipal Service costs, including administrative costs, thereby reducing the negative fiscal impact of new development on the City's General Fund.

STRATEGIC PLAN: Provide Good Governance and Ensure Public Safety.

BACKGROUND: As part of the conditions of approval for Tractor Supply Co., the developer is required to mitigate the impact on City Services due to the new development. In accordance with the development conditions imposed on development project, the landowner is annexing to Community Facility District No. 2 to offset municipal service costs for police, fire, paramedics.

As the first step in the annexation process, the Resolution of Intention was brought before Council and approved at the September 5, 2023, Council Meeting.

The second steps in the legislative process for annexation of Tractor Supply Co. into Community Facility District No. 2 included conducting the Public Hearing and the waiving the first reading of the Ordinance at the October 17, 2023, Council Meeting.

STAFF REPORT: The final step in legislative process for the annexation of Tractor Supply Co. involves the item coming back to Council as a Consent item to complete the adoption of the associated Ordinance. This is the step before you tonight.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Ordinance No. 807: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within the City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Tractor Supply Co.) (Introduced and Reading Waived October 17, 2023).

DOCUMENTS ATTACHED:

1. Ordinance No. 807: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within the City of Suisun City Community Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Tractor Supply Co.).
-

PREPARED BY:

Amanda Dum, Management Analyst II

REVIEWED BY:

Nouae Vue, Public Works Director

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. Ordinance No. 807 Levying Special Tax Within the City of Suisun City CFD No. 2.pdf

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1 **SECTION THREE:** Exemptions from the levy of the Special Tax shall be as provided in the
2 Resolution of Formation, the Rate and Method and the applicable provisions of the Act. In no
3 event shall the Special Tax be levied on any parcel within the CFD in excess of the maximum
4 Special Tax specified in the Rate and Method.

5 **SECTION FOUR:** All of the collections of the Special Tax shall be used as provided in the
6 Act and in the Resolution of Formation, including, but not limited to, the payment of costs of
7 the Services, the payment of the costs of the City in administering the CFD, and the costs of
8 collecting and administering the Special Tax.

9 **SECTION FIVE:** The Special Tax shall be collected in the same manner as ordinary ad
10 valorem taxes are collected and shall have the same lien priority, and be subject to the same
11 penalties and the same procedure and sale in cases of delinquency as provided for ad valorem
12 taxes; provided, however, that the Council may provide for other appropriate methods of
13 collection by resolution(s) of the Council. The City Manager of the City (or the City Manager's
14 designee) is hereby authorized and directed to provide all necessary information to the
15 auditor/tax collector of the County of Solano in order to effect proper billing and collection of
16 the Special Tax, so that the Special Tax shall be included on the secured property tax roll of the
17 County of Solano for fiscal year 2023-24 and for each fiscal year thereafter, as set forth above,
18 until no longer required to pay for the Services or until otherwise terminated by the City.

19 **SECTION SIX:** If for any reason any portion of this Ordinance is found to be invalid, or if the
20 Special Tax is found inapplicable to any particular parcel within the CFD, including all territory
21 annexed to the CFD prior to the date hereof, by a court of competent jurisdiction, the balance
22 of this Ordinance and the application of the Special Tax to the remaining parcels within the
23 CFD, including all territory annexed to the CFD prior to the date hereof, shall not be affected.

24 **SECTION SEVEN:** The Mayor shall sign this Ordinance and the City Clerk shall cause the
25 same to be published immediately after its passage at least once in a newspaper of general
26 circulation circulated in the City.

27 **SECTION EIGHT:** This Council affirms the provisions of Ordinance No. 684 except to the
28 extent any terms of such Ordinance are inconsistent with the provisions of this Ordinance, in
which case the terms of this Ordinance shall govern.

SECTION NINE: This Ordinance shall become effective (30) days following its passage and
adoption and shall be published once within fifteen (15) days upon passage and adoption in a
newspaper of general circulation in the City of Suisun City, County of Solano.

* * * * *

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Suisun City, California, on this 7th day of November 2023.

Alma Hernandez, Mayor

ATTEST:

Anita Skinner
City Clerk

APPROVED AS TO FORM
AND LEGAL CONTENT:

Aleshire & Wynder, LLP

CERTIFICATION

I, Anita Skinner, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing ordinance was introduced at a regular meeting of the said City Council held on October 17, 2023, and passed and adopted at a regular meeting of said City Council held on November 7, 2023, by the following vote:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____
ABSTAIN: Councilmembers: _____

ATTEST:

Anita Skinner
City Clerk

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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-___: Authorizing the Acting City Manager to Execute a Transportation Funds for Clean Air Funding Agreement with the Solano Transportation Authority for the Driftwood Drive Path Gap Closure Project.

FISCAL IMPACT: There would be no impact to the General Fund for this item. The city is eligible to receive \$100,000 as part of Solano County's funding allocation from the Bay Area Air Quality Management District's (BAAQMD) Transportation Funds for Clean Air (TFCA) Program Manager Funds. Additionally, the city has previously received an allocation of \$307,000 from the Metropolitan Transportation Commission (MTC)'s Transportation Development Act Article 3 (TDA-3) Pedestrian/Bicycle project funding which makes for a total project budget of \$407,000. Funds for the TFCA and TDA-3 are distributed by the Solano Transportation Authority (STA).

STRATEGIC PLAN: Provide Good Governance. Enhance the Environment.

BACKGROUND: The BAAQMD's TFCA is collected from a \$4 fee on all vehicle registrations within the Air District's boundaries. 60% of these funds are applied to the TFCA Regional Program, which is administered by BAAQMD. The remaining 40% is distributed to each Bay Area County Congestion Management Agency (CMA) and is called County Program Manager Funds.

BAAQMD, in coordination with the CMA's, establishes TFCA policies for both programs annually. Eligible TFCA projects are those that reduce air pollution from motor vehicles, such as clean air vehicles and infrastructure, carpools/vanpools, shuttle bus services, bicycle projects, and alternative mode promotional/educational projects. The TFCA County Program Manager Funds available for Solano County projects in FY 2023-24 are estimated to be \$358,331.

Southwestern portions of Solano County are eligible to apply for these funds. This area includes the cities of Benicia, Fairfield, Suisun City, and Vallejo, as well as the surrounding unincorporated areas.

The Yolo-Solano Air Quality Management District provides similar funding (i.e. Clean Air Funds through a different process) for the remaining cities of Dixon, Rio Vista, Vacaville, and the surrounding unincorporated areas.

All eligible projects must meet cost effectiveness requirements related to the amount of emission reductions and must submit monitoring reports twice a year. Past projects funded through the TFCA program include Class I and II bike facilities, Solano Mobility, and Safe Routes to School projects. STA staff aims to identify projects that align well with the goals of both BAAQMD and STA.

Suisun City was selected to receive these grant funds to cover the costs associated with filling in the gap between the existing Class I Driftwood Drive Path and the Grizzly Island Trail with the remaining section of Class I path. This would continue and complete the Driftwood Drive 10-foot path along the south side of Driftwood Drive from a point approximately 175 feet west of Marina Boulevard to the Driftwood Drive/Marina Boulevard intersection.

STAFF REPORT: On May 10, 2023, the STA Board approved the Driftwood Drive Path Gap Closure Project for FY 2023-24 TFCA allocation in the amount of \$100,000. Moreover, the STA and BAAQMD have executed a program funding agreement. In order to move the City's Driftwood Drive Path Gap Closure Project forward, the attached TFCA funding agreement between the STA and the City will need to be executed.

By entering into this funding agreement, the city agrees to the following:

1. To fill in the gap in the 10-foot-wide concrete pedestrian/bicycle path along the south side of Driftwood Drive from Marina Boulevard to approximately 200 feet west by extending the curb out to the paved street, installing crosswalk and roadway striping, signage, curb ramp upgrades, and storm drain improvements that include catch basins, underground pipe, and repaving for surface drainage purposes.
2. To be bound and abide by any and all applicable provisions of the Funding Agreement between STA and the BAAQMD for Fiscal Year 2023-2024, which is attached as Exhibit B and incorporated by reference in the Agreement.
3. To cooperate with STA and do all such things, provide all such documentation, and take all such actions as shall be reasonably required by STA, to facilitate Suisun City's and STA's compliance with the Funding Agreement to complete all project work.
4. To submit invoices to STA at least on a quarterly basis.

By entering into this agreement, the STA agrees to the following:

1. Upon submission of an invoice by Suisun City, and upon approval of the STA's representative, pay Suisun City monthly in arrears for fees and expenses incurred the prior month, up to the maximum amount provided for in this Agreement (\$100,000).
2. This Agreement will remain in effect from the date of signing through December 31, 2025.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2023-__: Authorizing the Acting City Manager to Execute a Transportation Funds for Clean Air Funding Agreement with the Solano Transportation Authority for the Driftwood Drive Path Gap Closure Project.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Authorizing the Acting City Manager to Execute a Transportation Funds for Clean Air Funding Agreement with the Solano Transportation Authority for the Driftwood Drive Path Gap Closure Project.
2. Project Location Map.
3. Funding Agreement between the Solano Transportation Authority and the City of Suisun City for the Driftwood Drive Path Gap Closure Project.

PREPARED BY:

Amanda Dum, Management Analyst II

REVIEWED BY:

Nouae Vue, Public Works Director

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

[1. Resolution Authorizing Acting City Manager to Execute a Transportation Funds for Clean Air Funding Agreement.pdf](#)

2. Project Location Map.pdf
3. Funding Agreement between STA and City of Suisun City.pdf

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RESOLUTION NO. 2023-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE A
TRANSPORTATION FUNDS FOR CLEAN AIR FUNDING AGREEMENT WITH THE
SOLANO TRANSPORTATION AUTHORITY FOR THE DRIFTWOOD DRIVE PATH
GAP CLOSURE PROJECT**

WHEREAS, the Bay Area Air Quality Management District (“BAAQMD”) Transportation Funds for Clean Air (“TFCA”) are administered by each Bay Area Congestion Management Agency (“CMA”); and

WHEREAS, the Solano Transportation Authority (STA), as the CMA for Solano County, administers the TFCA for the County; and

WHEREAS, Suisun City was selected to receive a total of \$100,000 as part of Solano County’s funding allocation from the Bay Area Air Quality Management District (BAAQMD) funds for clean air projects which is distributed by the Solano Transportation Authority (STA); and

WHEREAS, the City of Suisun City’s Driftwood Drive Path Gap Closure Project will fill in the gap in the 10-foot-wide concrete pedestrian/bicycle path along the south side of Driftwood Drive from Marina Boulevard to approximately 175 feet west by extending the curb out to the paved street, installing crosswalk and roadway striping, signage, curb ramp upgrades, and storm drain improvements that include catch basins, underground pipe, and repaving for surface drainage purposes; and

WHEREAS, STA and BAAQMD have executed the program funding agreement; and

WHEREAS, in order to move the City’s path gap closure project forward, the attached project funding agreement between the STA and the City will need to be executed; and

WHEREAS, STA desires to fund the activities in accordance with the terms of the Funding Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City authorizes the City Manager to take all actions necessary to execute the Funding Agreement between the Solano Transportation Authority and the City of Suisun City for the Driftwood Drive Path Gap Closure.

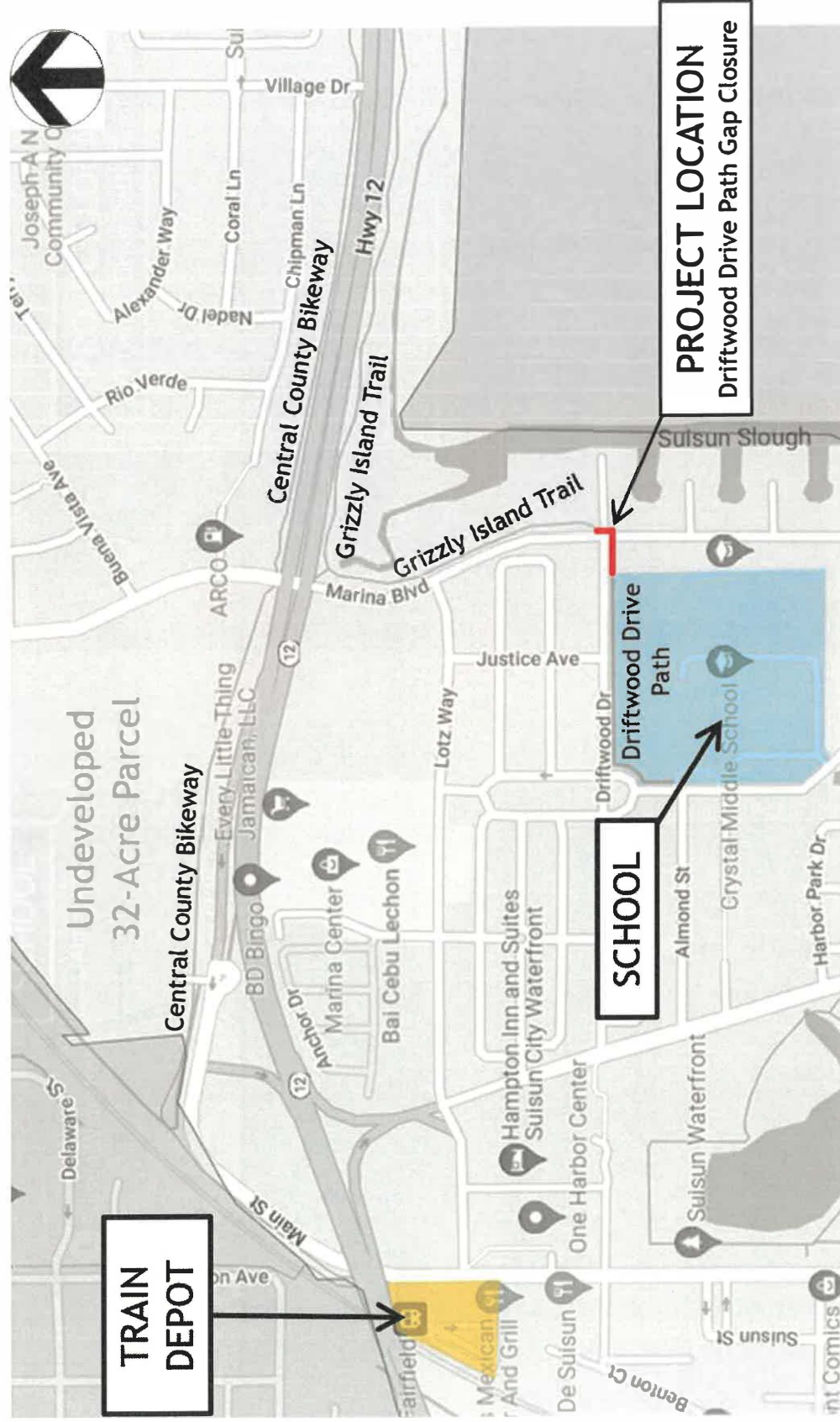
PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 7th day of November 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 7th day of November 2023.

Anita Skinner
City Clerk

Location Map
Driftwood Drive Path Gap Closure Project



**FUNDING AGREEMENT
BETWEEN
SOLANO TRANSPORTATION AUTHORITY
AND
CITY OF SUISUN CITY**

This Funding Agreement (“Agreement”) is made on _____ between the Solano Transportation Authority, a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the Cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo (“STA”), and the City of Suisun City, a municipal corporation (“**Suisun City**”) each individually referred to as a “**Party**” and collectively as the “**Parties**”.

RECITALS

WHEREAS, STA was created in 1990 through a Joint Powers Agreement between the County of Solano and the Cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo to serve as the Congestion Management Agency (CMA) for County of Solano; and

WHEREAS, STA, as the CMA and the and County Transportation Authority (CTA) for Solano County, partners with various federal, state, regional, and local transportation and planning agencies, such as the Metropolitan Transportation Commission (MTC) and Caltrans District 4, and local government, to set countywide transportation priorities and to coordinate the delivery of transportation projects in furtherance of the identified transportation priorities; and

WHEREAS, the Bay Area Air Quality Management District (BAAQMD) Transportation Funds for Clean Air (TFCA) are administered by each Bay Area CMA; and

WHEREAS, the Solano Transportation Authority, as the CMA for Solano County, administers the TFCA for the County; and

WHEREAS, STA received Board approval on May 10, 2023 for the fiscal year (FY) 2023-24 Funding Plan for TFCA Funds; and

WHEREAS, STA has issued a Call for Projects and has determined that the City of Suisun City meets the requirements for TFCA for its Safe Routes to Schools (SR2S) Class I path project, which is a 10-foot wide concrete sidewalk for pedestrian and bicyclist use (the “Project”); and

WHEREAS, STA desires to fund the activities in accordance with the terms of this Agreement.

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises set forth in this Agreement, the Parties agree as follows:

A. Project and Funding Identification:

1. Suisun City shall perform those services outlined in **Exhibit A**.
2. The maximum funding amount allocated for these activities is **\$100,000**.

B. Suisun City Agrees:

1. To deliver the Project as identified in **Exhibit A**.
2. To be bound and abide by any and all applicable provisions of the Funding Agreement between STA and the BAAQMD for Fiscal Year 2023-24, which is attached as **Exhibit B** and incorporated by reference as if fully set forth in this Agreement.
3. To cooperate with STA and do all such things, provide all such documentation, and take all such actions as shall be reasonably required by STA, to facilitate Suisun City's and STA's compliance with the Funding Agreement to complete all project work.
4. To submit invoices to STA at least on a quarterly basis.

C. STA Agrees:

Upon submission of an invoice by Suisun City, and upon approval of the STA's representative, pay Suisun City monthly in arrears for fees and expenses incurred the prior month, up to the maximum amount provided for in this Agreement.

D. Mutual Responsibilities:

1. **Term:** This Agreement shall remain in effect through **December 31, 2025**, unless it is terminated or amended earlier as provided in this Agreement.
2. **Termination:** STA's obligation under this Agreement is subject to the availability of authorized funds. STA may terminate the Agreement, or any part of the work, without prejudice for lack of appropriation of funds. If expected or actual funding is withdrawn, reduced, or limited in any way prior to the expiration date set forth in this Agreement, or any subsequent Amendment, the STA may, upon written Notice to Suisun City, terminate this Agreement in whole or in part. STA shall provide written notice of termination, pursuant to this clause, to Suisun City at least sixty (60) days prior to the effective date of termination.

3. Indemnity:

- a. Suisun City shall indemnify, defend with counsel approved by STA, and hold harmless, STA and its member jurisdictions, and their respective officials, officers, directors, employees, agents, and volunteers, from and against any and all claims, suits, actions, causes of action, loss, damages, expense and costs (including, without limitation, costs and fees of litigation) of every nature arising out of or in connection with performance of work hereunder, including, but not limited to, performance of work on the Project, or Suisun City failure to comply with any of its obligations or performance of services contained in this Agreement, except such losses or damages which are caused by the sole negligence or willful misconduct of STA.
- b. STA shall indemnify, defend with counsel approved by Suisun City, and hold harmless, Suisun City and its member jurisdictions, and their respective officials, officers, directors, employees, agents, and volunteers, from and against any and all claims, suits, actions, causes of action, loss, damages, expense and costs (including, without limitation, costs and fees of litigation) of every nature arising out of or in connection with performance of work hereunder, including, but not limited to, performance of work on the Project, or STA's failure to comply with any of its obligations or performance of services contained in this Agreement, except such losses or damages which are caused by the sole negligence or willful misconduct of Suisun City.

4. Insurance:

- a. Suisun City will maintain status as legally self-insured public entities for general, auto and professional liability insurance coverage with limits of no less than \$1,000,000 per occurrence and no less than five million dollars (\$5,000,000) aggregate. Suisun City agrees to include STA, its officials, employees and agents as an additional insureds and endorse its general liability policies STA, using standard ISO endorsement No. CG2010 or its equivalent to demonstrate such coverage.
- b. Each Party will maintain Workers' Compensation as required by law for all its employees. Neither Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Party. Each Party will provide the other with a Waiver of Subrogation endorsement for Workers Compensation. Each Party also agrees to require all consultants, contractors and subcontractors engaged to work on this Project to carry the same Workers Compensation insurance limits and endorsements.

5. Notice: All notices and other communications required or permitted to be given under this Sub-Agreement shall be in writing and shall be personally served or mailed, postage prepaid and addressed to the respective Parties as follows:

TO STA:

Daryl K. Halls, Executive Director
Solano Transportation Authority
423 Main Street
Suisun City, CA 94585
Attn: Dulce Jimenez, Planning Assistant

TO CITY SUISUN CITY:

Aaron Roth, Acting/Interim City Manager
City of Suisun City
701 Civic Center Blvd
Suisun City, CA 94585
Attn: Nick Lozano, Project Manager

Notice shall be deemed effective on the date personally delivered or, if mailed, three (3) days following the date of deposit with the United States Postal Service.

6. Assignability: Neither Party to this Agreement shall assign or transfer any interest in this Agreement nor the performance of any duties or obligations hereunder, without the prior written consent of the other Party, and any attempt by either Party to so assign or transfer this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

7. Governing Law: The Parties agree that the law governing this Agreement shall be that of the State of California.

8. Venue: In the event that suit shall be brought by either Party, the Parties agree that venue shall be exclusively vested in the state courts of the County of Solano, or where otherwise appropriate, exclusively in the United States District Court, Eastern District of California, Sacramento, California.

9. Interpretation: Each Party has reviewed this Agreement and any question of doubtful interpretation shall not be resolved by any rule or interpretation providing for interpretation against the drafting party. This Agreement shall be construed as if both Parties drafted it. The captions and headings contained herein are for convenience only and shall not affect the meaning or interpretation of this Agreement.

10. Force Majeure: Neither the STA nor Suisun City shall be liable or deemed to be in default for any delay or failure in performance under this Agreement or for any interruption of services, directly or indirectly, from acts of god, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the STA or Suisun City.

11. Controlling Provisions: In the event of a conflict between the provisions of this Agreement and those of the BAAQMD Agreement, the terms and conditions of this Agreement shall be controlling as to the Parties to this Agreement.

12. Access to Records and Retention: All Parties, acting through their duly authorized representative, as well as any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of any of the Parties, shall have access to any books, documents, papers and records of any Party which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

14. Prior Agreements and Amendments: This Agreement, including attachments and exhibits, represent the entire agreement of the Parties with respect to the subject matter described in this Agreement, and no representation, warranties, inducements, or oral agreements have been made by any of the Parties except as expressly set forth in this Agreement. This Agreement may only be modified by a written amendment duly executed by the Parties.

The Parties have executed this Agreement on the day and year first written above.

SOLANO TRANSPORTATION AUTHORITY

CITY OF SUISUN CITY

By: _____
Daryl K. Halls, Executive Director

By: _____
Aaron Roth, Acting City Manager

Approved as to Form:

Approved as to Form:

By: _____
Megan J. Callaway, STA Legal Counsel

By: _____
Elena Q. Gerli, City Attorney

Exhibit A

						TFCA FY 23-24
Project Sponsor	Project Name	Reason for Project Priority	Project Description	Project Total Cost	Project Funding Request	Staff Recommendation
City of Suisun City	Driftwood Drive	A nominated OBAG 3 project not selected for funding. <i>Safe Routes to School (SR2S) Project.</i>	This Safe Route to School (SR2S) project will fill in the gap between the existing Class I Driftwood Drive Path and the Grizzly Island Trail with the remaining section of Class I path. This would continue and complete the Driftwood Drive Path along the south side of Driftwood Drive from a point approximately 175 feet west of Marina Boulevard to Marina Boulevard. The Proposed Class I path will be a 10-foot wide concrete path for pedestrian and bicycle use.	\$ 460,000	\$ 407,000	\$ 100,000

DRAFT

Exhibit B

DRAFT

FUNDING AGREEMENT
BETWEEN
THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT
AND
SOLANO TRANSPORTATION AUTHORITY
24-SOL

This Funding Agreement (Agreement) is entered into between the Solano Transportation Authority (County Program Manager), and the Bay Area Air Quality Management District (Air District). The County Program Manager and the Air District will each be referred to as a Party, and as the Parties collectively. This Agreement includes Attachment A, which specifies the funding allocated under this Agreement, and Attachment B, which pertains to insurance requirements.

SECTION I

RECITALS:

- 1) The Air District is authorized under California Health and Safety (Health & Safety) Code Sections 44223 and 44225 to levy a fee on motor vehicles registered within its jurisdiction (Motor Vehicle Fees), a portion of which the Air District receives and dedicates to its Transportation Fund for Clean Air (TFCA) program.
- 2) TFCA program monies may be allocated for projects to reduce air pollution from motor vehicles and to implement transportation control measures included in the plan adopted pursuant to Health and Safety Code Sections 40233, 40717, and 40919.
- 3) In accordance with Health and Safety Code Section 44241(d), the Air District allocates not less than forty (40) percent of the TFCA monies received to implement the TFCA County Program Manager program (Program).
- 4) The Air District has been notified, in a communication dated August 17, 1992, that the County Program Manager is the duly authorized recipient of the proportionate share of Program monies for Solano County, and has been so designated by resolution(s) adopted by the Solano County Board of Supervisors and by the city councils of a majority of the cities representing a majority of the population in the incorporated area of the county. The terms and conditions for the expenditure of the County's Program monies by the County Program Manager are set forth in the resolution(s).
- 5) On December 7, 2022, the Air District's Board of Directors (Board of Directors) approved the TFCA County Program Manager Fund Policies for Fiscal Year Ending 2024 (Policies). The Policies set forth requirements, including eligibility and cost-effectiveness requirements, for projects funded by TFCA funds in fiscal year ending (FYE) 2024. The Policies are incorporated as Appendix D and made a part of the "County Program Manager Fund Expenditure Plan Guidance for Fiscal Year Ending 2024" (Guidance) and are incorporated herein and made a part hereof by this reference as if fully set forth herein.
- 6) On or about March 3, 2023, the County Program Manager submitted an Expenditure Plan Application to the Air District for its Solano County TFCA Program, which specified interest

income earned by the County Program Manager and TFCA funds from previously funded TFCA projects available for reprogramming to other eligible TFCA projects.

- 7) On May 17, 2023, the Board of Directors approved an estimated new allocation of FYE 2024 TFCA Program monies of \$340,800 for Solano County (New FYE 2024 TFCA Allocation), which is based upon the County's proportionate share of the California Department of Motor Vehicle (DMV) vehicle registration fees paid. On this same date, the Board of Directors approved an estimated total funding level for FYE 2024 of \$358,331 for Solano County (TFCA Funds), which is to be administered by the County Program Manager and will be covered by this Agreement. The TFCA Funds include: the New FYE 2024 TFCA Allocation, any reprogramming of TFCA monies remaining from projects from prior fiscal years, and any interest earned in the prior year.
- 8) The Air District and the County Program Manager, pursuant to Health and Safety Code Section 44241, hereby enter into this Agreement to: (a) implement the Program within Solano County; (b) select and fund projects that improve air quality in the San Francisco Bay Area Air Basin and comply with the Policies; and (c) oversee such funded projects to assure that they meet, and are implemented in accordance with, the Policies and the terms of this Agreement. This Agreement covers the funding allocation set forth in Paragraph 7 above.

SECTION II

COUNTY PROGRAM MANAGER AGREES:

- 1) To implement the FYE 2024 Program within Solano County in accordance with this Agreement and the Policies.
- 2) To select and fund projects that improve air quality in the San Francisco Bay Area Air Basin and that comply with the Policies and the terms of this Agreement (Program Projects). Recipients of TFCA Funds may include the County Program Manager, which undertakes its own County projects, and other entities (Sub-awardees). The County Program Manager will designate the Program Projects as FYE 2024 Program Projects for administrative purposes.
- 3) Except in the case where the County Program Manager is the Sub-awardee, the County Program Manager must enter into a binding agreement with each Sub-awardee that sets forth the maximum amount of TFCA Funds awarded for each Program Project, and requires each Sub-awardee to comply with both the terms of this Agreement and the Policies and to implement the Program Projects as approved by the County Program Manager. The County Program Manager must maintain copies of the County Program Manager's written agreements with Sub-awardees, including any amendments to carry out the Program Projects.
- 4) To encumber and expend all TFCA Funds within two (2) years of receipt of the first payment of the TFCA funds (Expenditure Deadline) unless one of the following applies:
 - a) Multi-Year Funded Project: County Program Manager requests multi-year funding in compliance with the Guidance; and Air District approves the request for multi-year funding.
 - b) Extensions of Expenditure Deadline:

i. Action by County Program Manager: If consistent with the Policies and Guidance, the County Program Manager may extend the Expenditure Deadline for up to an additional two (2) years, but no later than December 31, 2027, by one of the following methods:

1. A particular Program Project application for funds states that the project will take a longer period of time to implement and an extension is approved in writing by the County Program Manager; or
2. The County Program Manager finds, based on the Sub-awardee's application that despite significant progress on the particular Program Project, the Sub-awardee requires additional time to implement the Program Project and the County Program Manager approves the extension of time in writing.

ii. Action by Air District: If consistent with the Policies and Guidance, the Air District may grant a further extension for a particular Program Project under the following circumstance:

1. The County Program Manager finds, based on the Sub-awardee's application that despite significant progress on the particular Program Project, the Sub-awardee requires additional time to implement the Program Project (beyond the two years that the County Program Manager has already granted); the County Program Manager submits an extension request to the Air District no later than sixty (60) days prior to the end of the Expenditure Deadline; and the Air District approves the request in writing.

- 5) To return to the Air District any TFCA Funds and associated interest unexpended as per Section II, Paragraph 4.
- 6) To maintain, at all times during the term of this Agreement, a separate account or sub-ledger for all TFCA Funds and to withdraw funds from this separate account only for the reimbursement of costs to implement Program Projects. Failure to comply with this paragraph will constitute grounds for termination pursuant to Section IV, Paragraph 2 below.
- 7) To maintain, or cause to be maintained, adequate records to document and demonstrate to Air District staff and auditors the receipt, interest accrual, and expenditures of Air District funds to implement the Program.
- 8) To track and report to the Air District all interest accrued from TFCA Funds.
 - a) The County Program Manager may not use interest from TFCA Funds for administrative purposes.
 - b) The County Program Manager's distribution of any interest funds will be at the discretion of the County Program Manager, after consultation with the Air District and must be in accordance with the Policies and applicable State law.
- 9) To track and report to the Air District any TFCA Funds and associated interest unencumbered at the time of completion or termination of a Program Project. The distribution of any such funds and associated interest will be at the discretion of the County Program Manager, after consultation with the Air District.

- 10) To limit administrative costs to conduct the Program to no more than six and one quarter percent (6.25%) of the New FYE 2024 TFCA Allocation received by the County Program Manager.
- 11) To allow, and to require the Sub-awardees to allow, the Air District's staff, its authorized representatives, and its independent auditors, during the term of this Agreement and for five (5) years from the end of each project's Years of Effectiveness, to conduct performance and financial audits of the County's Program and Program Projects and to inspect the Program Projects. During audits, the County Program Manager will make available to the Air District in a timely manner all records relating to the County Program Manager's implementation of the Program and of Sub-awardees' expenses and performance of their Program Projects. During inspections, the County Program Manager will provide, at the request of the Air District, access to inspect a Sub-awardee's Program Projects and related records.
- 12) To keep, and to require Sub-awardees to keep, all financial and Program Project implementation records necessary to demonstrate compliance with this Agreement and the Program. Such records include the reports required by Section II, Paragraphs 8 and 15 and those records required to demonstrate compliance with the terms of this Agreement, including those records specifically listed in Section II, Paragraphs 3, 6, 7, 8, 9, 10, 11, 13, 15, 16, and 20. Such records shall include documentation that demonstrates significant progress made for those Program Projects seeking extensions to the completion date. The County Program Manager must keep such documents in a central location, and require its Sub-awardee to keep such records at a central Sub-awardee location, for a period of five (5) years from the end of each project's Years of Effectiveness.
- 13) To maintain, and to require that each Sub-awardee maintain, employee time sheets documenting those hourly labor costs incurred in the implementation of this Agreement, including both administrative and Program Project implementation costs, or to establish an alternative method to document staff costs charged to the funded project.
- 14) To distribute TFCA Funds allocated to a Sub-awardee only as reimbursement for documented Program Project costs that are eligible and approvable under the Policies.
- 15) To prepare and submit reports to the Air District as follows:
 - a) Semi-annual Funding Status Report: Beginning May 31, 2024, the County Program Manager must submit a report by May 31 and October 31 of each year until all Program Projects are completed that specifies a) the Program Projects that have been cancelled, completed, and completed at a cost less than the allocation during the previous six-month period and if completed at a lesser cost, the amount of associated unexpended funds; and b) the Program Projects for which the County Program Manager has extended any deadlines and, for those projects, the revised completion date and documentation of the County Program Manager's certification that, pursuant to Health and Safety Code Section 44242(d), the Sub-awardee had made significant progress.
 - b) Final Reports: Beginning May 31, 2024, the County Program Manager must submit by each May 31 and October 31, until all Program Projects are completed, a Final Report for each completed Program Project, which itemizes (a) the expenditure of the TFCA Funds, and (b) the results of the monitoring of the performance of each Program Project on Air District-approved report forms.

- c) Interim Project Reports: Beginning October 31, 2024, the County Program Manager must submit by each October 31 an Interim Project Report for each Program Project that has not been completed and which itemizes (a) the expenditure of the TFCA Funds, and (b) the status of each Program Project's implementation on Air District-approved report forms.
 - d) If the due date for a report specified above falls on a weekend or on a State holiday, then that report is due on the following business day.
- 16) To acknowledge, and to require all Sub-awardees to acknowledge, the Air District as a Program Project's funding source during the implementation of a Program Project and, if applicable, use the Air District's approved logo as specified below:
- a) The logo must be used on signs posted at the site of any Program Project construction.
 - b) The logo must be displayed on any vehicles or equipment operated or obtained as part of a Program Project.
 - c) The logo must be used on any public information material relating to a Program Project, such as websites and printed materials, including transit schedules, brochures, handbooks, maps and other promotional materials.
 - d) The County Program Manager must retain documentation, such as photographs of vehicles and copies of press releases, demonstrating that Air District logos are used and displayed as required.
- 17) To assure that all TFCA Funds received under this Agreement are expended only in accordance with all applicable provisions of law for projects that are implemented directly by the County Program Manager, and to require Sub-awardees to expend the funds only in accordance with all applicable provisions of law.
- 18) To return, and to require that Sub-awardees promptly return, to the County Program Manager all TFCA Funds that are not expended in accordance with applicable provisions of law.
- 19) To return funds to the Air District, and require that Sub-awardees return their funds to the County Program Manager if a project is not maintained and/or operated throughout and until the conclusion of each Project's Years of Effectiveness. The Project's Years of Effectiveness is the default value stated in Appendix H of the Guidance for the applicable project type, unless a different value was approved and shown to yield a Project meeting the cost-effectiveness requirement in the Policies by the County Program Manager. The amount of funds returned to the County Program Manager will be calculated on a prorated basis. Any such funds returned to the County Program Manager must be reallocated to eligible TFCA Program Projects.
- 20) To obtain and maintain, and to require that each Sub-awardee obtain and maintain, throughout the Term of this Agreement, the insurance coverage specified in "Insurance Requirements," Attachment B, and to comply with all insurance requirements set forth therein, including the provision of documentation of said insurance coverage. Failure to obtain and maintain the insurance coverage and to comply with all insurance requirements is a breach of this Agreement.

- 21) To the extent not otherwise prohibited by law, and to the extent required by the California Public Records Act (California Government Code section 6250 *et seq.*), to make available to the public and to require that Sub-awardees make available to the public any software, written documents, or other products developed with TFCA Funds.
- 22) To ensure that work products provided by the County Program Manager under this Agreement comply with Web Content Accessibility Guidelines 2.0, levels A and AA, and otherwise meet the accessibility requirements set forth in California Government Code Sections 7405 and 11135, Section 202 of the federal Americans with Disabilities Act (42 U.S.C. § 12132), and Section 508 of the federal Rehabilitation Act (29 U.S.C. § 794d) and the regulations promulgated thereunder (36 C.F.R. Parts 1193 and 1194). For any work products provided in PDF format, the County Program Manager shall also provide an electronic version in the original electric format (for example, Microsoft Word or Adobe InDesign).

SECTION III

AIR DISTRICT AGREES:

- 1) To pay the FYE 2024 TFCA monies, the amount of which is estimated on Attachment A, Summary Information, Line 3 and calculated as set forth in Section III, Paragraphs 1a and 1b below, for Program Projects and administration that are consistent with the Policies and this Agreement, in two payments. Payments will be made after this Agreement has been signed by both the County Program Manager and the Air District. Notwithstanding the above, the Air District is only obligated to pay that portion of the FYE 2024 TFCA monies that constitutes that portion of the fees subvented by the DMV for calendar year 2023 to the Air District for its allocation to the County Program Manager from the Program funds. To the extent the estimated FYE 2024 TFCA monies exceed the Motor Vehicle Fees that are received by the Air District and are available to the County Program Manager, the County Program Manager understands and agrees that the Air District will not pay the difference between the Motor Vehicle Fees available and the estimated FYE 2024 TFCA monies.
 - a) To endeavor to forward the first payment within thirty (30) business days of the Air District receiving from the DMV all the revenues that comprise the payment. The first payment will represent the County's proportionate share of the Program revenues generated from registration fees paid for motor vehicles that registered in Solano County between January 1, 2023, and June 30, 2023, less Air District's administrative and audit costs.
 - b) To endeavor to forward the second payment within thirty (30) business days of the Air District receiving from the DMV all the revenues that comprise the payment. The second payment will represent the County's proportionate share of the Program revenues generated from registration fees paid for motor vehicles that registered in Solano County between July 1, 2023, and December 31, 2023, less Air District's administrative and audit costs.
- 2) To provide timely notice prior to conducting an audit.

- 3) To provide the County Program Manager, and any other requesting party, a copy of the fiscal and performance audits conducted pursuant to Section 44242 of the Health and Safety Code.
- 4) To provide the County Program Manager with all Air District-approved County Program Manager reporting forms required for the County Program Manager to submit pursuant to this Agreement, including the reports required pursuant to Section II, Paragraph 15 above.
- 5) To provide a copy of the Air District logo to the County Program Manager solely for use to fulfill the obligation under Section II.16 of this Agreement.

SECTION IV

IT IS MUTUALLY AGREED:

- 1) Term: The term of this Agreement is from July 1, 2023 to December 31, 2027, unless it is terminated or amended as provided for in Paragraphs 2 and 8 of this Section or elsewhere in this Agreement, or unless this Agreement has been fully satisfied. The County Program Manager's records retention obligations under this Agreement continue beyond the Agreement's termination date.

The Sub-awardee has two years to implement the project, unless the Expenditure Deadline is extended pursuant to Section II, Paragraph 4 for a particular Program Project. If the Expenditure Deadline is extended for a particular Program Project, the terms and conditions of this Agreement will continue to apply with respect to that particular Program Project until it is completed.

- 2) Termination: Either Party may terminate this Agreement at any time by giving written notice of termination to the other Party specifying the effective date thereof. Notice of termination under this paragraph must be given at least ninety (90) days before the effective date of such termination, unless the parties mutually agree to an earlier termination date. This Agreement will also terminate at the end of the fiscal year during which the Solano Transportation Authority loses its designation as County Program Manager for Solano County.
- 3) Indemnity: The County Program Manager agrees to indemnify and hold harmless the Air District, its employees, agents, representatives, and successors-in-interest against any and all liability, loss, expense, including reasonable attorneys' fees, or claims for injury or damages arising out of the performance by the County Program Manager of its duties under this Agreement and must require Sub-awardees to indemnify and hold harmless the Air District, its employees, agents, representatives, and successors-in-interest against any and all liability, loss, expense, including reasonable attorneys' fees, or claims for injury or damages arising out of their performance of the project or operation or use of the equipment that is subject to this Agreement.
- 4) Notices: All notices that are required under this Agreement shall be provided in the manner set forth herein, unless specified otherwise. Notice to a party shall be delivered to the attention of the person at the address listed below, or to such other person or persons as may hereafter be designated by that party in writing. Notice shall be in writing sent by e-mail.

Notice shall be deemed to have been received on the date of such transmission, provided such date was a business day and delivered prior to 4:00 p.m. PST/PDT. Otherwise, receipt of notices shall be deemed to have occurred on the following business day.

DISTRICT:	Bay Area Air Quality Management District Attn: Director of Strategic Incentives RE: County Program Manager Project # 24-SOL 375 Beale Street, Suite 600 San Francisco, CA 94105 Grants@baaqmd.gov
COUNTY PROGRAM MANAGER:	Solano Transportation Authority Attn: Daryl Halls, Executive Director RE: County Program Manager Project # 24-SOL 423 Main Street Suisun City, CA 94585 dkhalls@sta.ca.gov

- 5) Program Liaison: Within thirty (30) days from the Effective Date of this Agreement, the County Program Manager shall notify the Air District of the County Program Manager's Program Liaison and of the Liaison's address, telephone number, and email address. The Program Liaison shall be the liaison to the Air District pertaining to implementation of this Agreement and shall be the contact for information about the Program and Program Projects. The County Program Manager shall notify the Air District of the change of Program Liaison or of the Liaison's contact information in writing no later than thirty (30) days from the date of any change.
- 6) Additional Provisions and Additional Acts and Documents: Each Party agrees to do all such things and take all such actions, and to make, execute and deliver such other documents that are reasonably required to carry out the provisions, intent and purpose of this Agreement. All attachments to this Agreement are expressly incorporated herein by this reference and made a part hereof as though fully set forth.
- 7) Integration: This Agreement, including all attachments hereto, represents the final, complete, and exclusive statement of the agreement between the Air District and the County Program Manager related to the Parties' rights and obligations and subject matter described in this Agreement, and supersedes all prior and other contemporaneous understandings and agreements of the parties pertaining to the terms and conditions herein. No Party has been induced to enter into this Agreement by, nor is any Party relying upon, any representation or warranty outside those expressly set forth herein.
- 8) Amendment: This Agreement may not be modified except in writing, signed by both Parties hereto, and any attempt at oral modification of this Agreement shall be void and of no effect.
- 9) Independent Contractor: Neither the County Program Manager nor its officers, employees, agents, or representative shall be considered employees or agents of the Air District.
- 10) Assignment: Neither Party shall assign, sell, license, or otherwise transfer any rights or obligations under this Agreement without the prior written consent of the other Party.

- 11) Waiver: No waiver of a breach, of failure of any condition, or of any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the Party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies. Further, the failure of a Party to enforce performance by the other Party of any term, covenant, or condition of this Agreement, and the failure of a Party to exercise any rights or remedies hereunder, shall not be deemed a waiver or relinquishment by that Party to enforce future performance of any such terms, covenants, or conditions, or to exercise any future rights or remedies.
- 12) Severability: If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected.
- 13) Force Majeure: Neither the Air District nor the County Program Manager shall be liable for or deemed to be in default for any delay or failure in performance under this Agreement or interruption of services resulting, directly or indirectly, from acts of God, enemy or hostile governmental action, civil commotion, strikes, lockouts, labor disputes, fire or other casualty, judicial orders, governmental controls, regulations or restrictions, inability to obtain labor or materials or reasonable substitutes for labor or materials necessary for performance of this Agreement, or other causes, except financial that are beyond the reasonable control of the Air District or the County Program Manager.
- 14) Governing Law: Any dispute that arises under or relates to this Agreement shall be governed by California law, excluding any laws that direct the application of another jurisdiction's laws. Venue for resolution of any dispute that arises under or relates to this Agreement, including mediation, shall be San Francisco, California.
- 15) Effective Date: The effective date of this Agreement is the date the Air District Executive Officer/Air Pollution Control Officer executes the Agreement (Effective Date).
- 16) Survival of Terms: Any terms of this Agreement that by their nature extend beyond the term (or termination) of this Agreement shall remain in effect until fulfilled, and shall apply to both parties' respective successors and assigns. Such terms include, but may not be limited to, Section II. Paragraph 7, 11, and 12 and Section IV. Paragraph 3 (Indemnity).

IN WITNESS WHEREOF, the County Program Manager and the Air District have entered into this Agreement as of the date listed below.

FOR AIR DISTRICT:

DocuSigned by:
by: Philip M. Fine
7314B577922A46A...
Philip M. Fine
Executive Officer/APCO
Bay Area Air Quality Management District

Date: June 26, 2023

Approved as to form:

DocuSigned by:
by: Alexander Crockett
6DC7110552B5451...
Alexander Crockett
District Counsel
Bay Area Air Quality Management District

FOR COUNTY PROGRAM MANAGER:

DocuSigned by:
by: Daryl Halls
5505C84BA7344A5...
Daryl Halls
Executive Director
Solano Transportation Authority

Date: June 22, 2023

Approved as to form (optional):

DocuSigned by:
by: Megan J. Callaway
9913C79B799E4F4...
Megan J. Callaway
Legal Counsel
office of the solano county counsel

Attachment A	24-SOL	FYE 2024
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Summary Information

County Program Manager Agency Name: Solano Transportation Authority
Address: 423 Main Street, Suisun City, CA 94585

			Project	Admin (max 6.25%) [1]	Total (Project + Admin)
1	Estimated FYE 2024 DMV revenues (based on projected CY2022 revenues)	Line 1	\$ 319,500	\$ 21,300	\$ 340,800
2	Reconciliation and Reprogrammed Funds	Line 2	\$ 15,934	\$ 1,597	\$ 17,531
	Reconciliation: Difference between prior-year estimate and actual revenue		\$ 10,411	\$ 694	\$ 11,105
	a. Actual FYE 2022 DMV revenues (based on CY2021)	2a	\$ 328,974	\$ 21,932	\$ 350,905
	b. Estimated FYE 2022 DMV revenues	2b	\$ 318,563	\$ 21,238	\$ 339,800
	Reprogrammed: Total available for programming/reprogramming to other projects		\$ 5,523	\$ 903	\$ 6,426
	c. Amount available from previously funded projects	2c	\$ 630		
	d. Admin expended in FYE 2022	2d		\$ 21,028	
	e. Interest income earned on TFCA funds in CY 2022	2e	\$ 4,893		
3	Move funds available from Admin to Projects (Optional)	Line 3	\$ -	\$ -	
4	Estimated Total Available TFCA Funds (Sum of Lines 1, 2 and 3)	Line 4	\$ 335,434	\$ 22,897	\$ 358,331

Percentage of Estimated Revenue allocated to Administrative Costs (maximum of 6.25%)	
Previous % from FYE 2022 Expenditure Plan:	6.25%
Current % for FYE 2024:	6.25%

[1] The "Estimated TFCA funds budgeted for administration" amount is listed for informational purposes only. Per California Health and Safety Code Section 44233, County Program Managers must limit their administrative costs to no more than 6.25% of the actual total revenue received from the Air District.

Attachment A	24-SOL	FYE 2024
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INSURANCE REQUIREMENTS

Verification of Coverage

The County Program Manager shall obtain and maintain certificates and/or other evidence of the insurance coverage required below. The Air District reserves the right to require the County Program Manager to provide complete, certified copies of any insurance offered in compliance with these specifications. Certificates, policies and other evidence provided shall specify that the Air District shall receive 30 days advanced notice of cancellation from the insurers.

Minimum Scope of Insurance

Throughout the Term as defined in Section IV of the Agreement, the County Program Manager shall obtain and maintain in full force and effect the Liability Insurance as set forth below, and shall require any third party and each Sub awardee to obtain and maintain in full force and effect the insurance as set forth below.

1. **Liability Insurance** with a limit of not less than \$1,000,000 per occurrence. Such insurance shall be of the type usual and customary to the business of the County Program Manager and Sub-awardee, and to the operation of the vehicles, vessels, engines or equipment operated by the Sub-awardee.
2. **Property Insurance** in an amount of not less than the insurable value of Sub-awardee's vehicles, vessels, engines or equipment funded under the Agreement, and covering all risks of loss, damage or destruction of such vehicles, vessels, engines or equipment.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII. The Air District may, at its sole discretion, waive or alter this requirement or accept self-insurance in lieu of any required policy of insurance.

Attachment B	24-SOL	FYE 2024
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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-___: Authorizing the Acting City Manager to Execute a Funding Agreement with the Solano Transportation Authority to Receive Earmarked Funds from the State of California Department of Caltrans for Electric Vehicle (EV) Charging Station Infrastructure Improvements Project.

FISCAL IMPACT: There would be no General Fund impact. The city has been awarded \$250,000 in “earmarked” funds from the State of California through the Department of Caltrans. There is no required local match for these funds. This action would not award any project-related contracts at this time.

STRATEGIC PLAN: Enhance the Environment.

BACKGROUND: On May 10, 2023, the Solano Transportation Authority (STA) Board allocated \$250,000 out of a total of \$1 million in funding for Caltrans earmark project priorities to the City of Suisun City. These funds are to be focused on supporting electric vehicle (EV) charging stations and vehicle replacements.

Potential project locations include the following locations: City Hall, Park N Ride Parking Lot, the Suisun Library, the Nelson Community Center, the Corporation Yard, the North Basin Parking Lot (east side of Main Street), and in the new parking lot for STA.

The awarded funds (\$250,000) will not be enough to complete projects in all locations listed above. Staff has applied for the Metropolitan Transportation Commission (MTC)’s 2023 Transit Station Public Charging Program Grant in the amount of \$2,084,480 in order to support completing the overall Project. Infrastructure work of this nature can be quite costly, with each location having to be evaluated for the availability of electricity and for room on the existing electrical panel to accommodate the new electrical draw.

STAFF REPORT: In order for the city to accept the earmarked funds designated for EV infrastructure improvements the city must enter into a funding agreement with STA.

By entering into this funding agreement, the city agrees to the following:

1. To implement electric vehicle infrastructure at the Joseph Nelson Community Center, Suisun Amtrak Park & Ride on Lotz Way, Suisun City City Hall, Suisun City Library, Suisun City Mobility Hub, Suisun City Public Works Corporation Yard, and Waterfront Parking Lot.
2. To be bound and abide by any and all applicable provisions of the Funds Transfer Agreement (FTA) between STA and Caltrans.
3. To cooperate with STA, provide all such documentation, and take all such actions as shall be reasonably required by STA, to facilitate City’s and STA’s compliance with the Agreement to complete all the work for the Project.
4. To submit invoices to STA at least on a quarterly basis.

5. Within thirty (30) days of expending all of the funds or upon completion or termination of Project, whichever comes first, City shall submit to STA a Project Closeout Report. The Project Closeout Report at a minimum shall include a description of completed Project component(s) and a description of Project outcomes along with photographs of the Project.

By entering into this agreement, the STA agrees to the following:

1. Upon submission of an invoice by Suisun City, and upon approval of the STA's representative, pay Suisun City monthly in arrears for fees and expenses incurred the prior month, up to the maximum amount provided for in this Agreement (\$250,000).
2. Term: Once signed this Agreement shall remain in effect through June 30, 2026.

STAFF RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2023-__: Authorizing the Acting City Manager to Execute a Funding Agreement with the Solano Transportation Authority to Receive Earmarked Funds from the State of California Department of Caltrans for Electric Vehicle (EV) Charging Station Infrastructure Improvements Project.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Authorizing the Acting City Manager to Execute a Funding Agreement with the Solano Transportation Authority to Receive Earmarked Funds from the State of California Department of Caltrans for Electric Vehicle (EV) Charging Station Infrastructure Improvements Project.
2. Funding Agreement Between the Solano Transportation Authority and the City of Suisun City for Electric Vehicle Infrastructure Network.

PREPARED BY:

Amanda Dum, Management Analyst II

REVIEWED BY:

Nouae Vue, Public Works Director

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. [Resolution Authorizing Acting City Manager to Execute a Funding Agreement with STA for EV Infrastructure Project.pdf](#)
 2. [Funding Agreement between STA and the City of Suisun City for EV Infrastructure.pdf](#)
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WHEREAS, State of California Department of Caltrans funds that are earmarked for transportation related projects are administered by each Bay Area Congestion Management Agency (“CMA”); and

WHEREAS, the City of Suisun City’s Electric Vehicle (“EV”) Infrastructure Improvements Project will install two (2) EV charging stations in seven (7) locations and these locations should include: City Hall, Corporation Yard, Suisun City Library, North Basin Parking Lot, Park N Ride Parking Lot, and the Nelson Community Center; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City authorizes the Acting City Manager to take all actions necessary to execute the Funding Agreement Between the Solano Transportation Authority and the City of Suisun City to receive funds for the Electrical Vehicle (EV) Charging Station Infrastructure Improvements Project.

AYES: Councilmembers: _____

NOES: Councilmembers: _____

ABSENT: Councilmembers: _____

ABSTAIN: Councilmembers: _____

Anita Skinner
City Clerk

**FUNDING AGREEMENT
BETWEEN
THE SOLANO TRANSPORTATION AUTHORITY
AND
CITY OF SUISUN CITY
FOR
ELECTRIC VEHICLE INFRASTRUCTURE NETWORK**

This Funding Agreement (“**Agreement**”) is made on _____, 2023, between the **Solano Transportation Authority**, a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the Cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo (“**STA**”) and the **City of Suisun City**, a municipal corporation (“**City**”), each individually referred to as a “**Party**” and collectively as the “**Parties**”.

RECITALS

WHEREAS, the STA was created in 1990 through a Joint Powers Agreement between the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo to serve as the Congestion Management Agency (CMA) for Solano County; and

WHEREAS, STA, as the CMA and the County Transportation Authority (CTA) for the County of Solano, partners with various federal, state, regional, and local transportation and planning agencies, such as the Metropolitan Transportation Commission (MTC) and Caltrans District 4, and local government, to set countywide transportation priorities and to coordinate the delivery of transportation projects in furtherance of the identified transportation priorities; and

WHEREAS, the Solano Electric Vehicle (EV) Transition Program is a Countywide initiative that was created to provide a comprehensive approach to reducing barriers to the deployment of electrical vehicles in Solano County; and

WHEREAS, the STA has supported and continues to plan to leverage its discretionary funds in efforts to support the expansion of EV projects; and

WHEREAS, the STA has secured State Earmark funding with the California Department of Transportation (Caltrans) to improve access to a reliable, affordable, and equitable EV Infrastructure Network by increasing the deployment of EV charges; and

WHEREAS, the funds provided under this Agreement will be applied to any phase required to deliver and implement EV chargers; and

WHEREAS, the City seeks to implement EV infrastructure for its EV Earmark priority projects located at the Joseph Nelson Community Center, Suisun Amtrak Park & Ride on Lotz Way, Suisun City City Hall, Suisun City Library, Suisun City Mobility Hub, Suisun City Public Works Corporation Yard, and Waterfront Parking Lot (the “**Project**”); and

WHEREAS, the STA received Board approval on May 10, 2023 to enter into a funding agreement with the City to implement EV infrastructure; and

WHEREAS, the STA and City desire to enter into this Agreement to define the respective roles and responsibilities of the Parties for the Project.

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises set forth in this Agreement, STA and City agree as follows:

A. Project and Funding Identification:

1. The Project will be implementing EV infrastructures at strategic locations that are publicly accessible and expand access to employment centers and other key destinations that are frequently visited by Solano residents, such as government centers, downtowns, mobility hubs, park and ride lots, community centers. Additional project locations that can be considered include, but are not limited to, parks, recreational areas, and access to other community resources or services.

2. The maximum funding amount allocated for all phases of implementing the EV infrastructure is \$250,000.

3. Funds must be expended by June 30, 2026.

B. STA agrees to:

Upon submission of an invoice by City, and upon approval of the STA's representative, pay City monthly in arrears for fees and expenses incurred the prior month, up to the maximum amount provided for in this Agreement.

C. City agrees:

1. To implement electric vehicle infrastructure at the Joseph Nelson Community Center, Suisun Amtrak Park & Ride on Lotz Way, Suisun City City Hall, Suisun City Library, Suisun City Mobility Hub, Suisun City Public Works Corporation Yard, and Waterfront Parking Lot.

2. To be bound and abide by any and all applicable provisions of the Funds Transfer Agreement (FTA) between STA and Caltrans, which is attached as Exhibit A and incorporated by reference as if fully set forth in this Agreement.

3. To cooperate with STA, provide all such documentation, and take all such actions as shall be reasonably required by STA, to facilitate City's and STA's compliance with the Agreement to complete all the work for the Project.

4. To submit invoices to STA at least on a quarterly basis.

5. Within thirty (30) days of expending all of the funds or upon completion or termination of Project, whichever comes first, City shall submit to STA a Project Closeout Report. The Project Closeout Report at a minimum shall include a description of completed Project component(s) and a description of Project outcomes along with photographs of the Project.

D. Term and Termination:

This Agreement is effective as of the date written above, and shall remain in effect, unless it is terminated or amended earlier as provided in this Agreement. This Agreement may be terminated by either Party due to Project funding shortfalls or other unforeseen event(s), upon providing seven (7) days' notice to the non-terminating party. In the event of loss of funding, the Parties agree to work collaboratively to redirect the Project funds to other projects eligible for such funding, to the extent not restricted by the provisions of the FTA.

E. Mutual Indemnification:

1. STA to indemnify City

STA agrees to indemnify, defend, protect, hold harmless, and release City, their elected bodies and officials, agents, officers and employees (collectively referred to in this paragraph as “City”), from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys’ fees and witness costs) arising from or in connection with, or caused solely by any negligent act or omission or willful misconduct of STA. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying Party under workers’ compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve STA of any obligation imposed by this section. City shall notify STA within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, City’s failure to notify STA within said thirty (30)-day time limit shall not relieve STA of any obligation imposed by this section unless STA has been actually prejudiced by such delay.

2. City to indemnify STA

City agrees to indemnify, defend, protect, hold harmless, and release STA, their elected bodies and officials, agents, officers and employees (collectively referred to in this paragraph as “STA”) from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys’ fees and witness costs) arising from or in connection with, or caused solely by any negligent act or omission or willful misconduct of City. This indemnification obligation shall not be limited in any way by any limitation on the amount

or type of damages or compensation payable to or for the indemnifying Party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, STA may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this section. STA shall notify City within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, STA's failure to notify City within said thirty (30)-day time limit shall not relieve City of any obligation imposed by this section unless City has been actually prejudiced by such delay.

3. Each Party to defend itself for concurrent claims

STA agrees to defend itself and City agrees to defend itself, from any claim, action or proceeding arising out of the negligent act or omission or willful misconduct of STA and City in the performance of this Agreement where there is a concurrent claim against both Parties. In such cases, STA and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in subparagraph 5 below.

4. Joint Defense

Notwithstanding subparagraph 3 above, in cases where STA and City agree in writing to a joint defense, STA and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of or including allegations of the negligent act or omission or willful misconduct of City and STA in the performance of this Agreement. Joint defense counsel shall be selected by mutual agreement of the Parties. The Parties agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in subparagraph 5 below. The Parties further agree that no individual Party may bind another to a settlement agreement without the written consent of all Parties.

5. Reimbursement and/or Reallocation

Where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, a Party may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault of that Party.

F. Insurance

1. Each Party agrees to maintain its status as a legally self-insured public entity for general, auto and professional liability insurance coverage with limits of no less than five million dollars (\$5,000,000) per occurrence and no less than ten million dollars (\$10,000,000) aggregate. Each Party's insurance or self-insurance will be considered primary for all claims arising out of acts of that Party. Each Party agrees to cover the other Parties, their officials, employees and agents, as an additional insured or additional covered party using standard ISO endorsement No. CG2010 or its equivalent for general liability coverage. Each Party also agrees to require all of its

consultant, contractors, and subcontractors engaged to work on this Project to name the other Party as an additional insured as well.

2. Each Party will maintain Workers' Compensation as required by law for all its employees with limits not less than \$1,000,000 per occurrence. No Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Parties. Each Party will provide the other Party with a Waiver of Subrogation endorsement for Workers Compensation. Each Party also agrees to require all of its consultants, contractors, and subcontractors engaged to work on this Project to carry the same Workers Compensation insurance limits and endorsements.

3. Each Party will require all of its consultants, contractors, and subcontractors engaged to work on the Project to carry workers compensation insurance in accordance with statutory limits and general liability insurance with limits of no less than two million dollars (\$2,000,000) per occurrence and no less than four million (\$4,000,000) aggregate.

G. Dispute Resolution

The Parties agree that any disputes between the Parties should be resolved initially without the intervention of a third party. Accordingly, should a dispute arise between the STA and City regarding the performance of this Agreement, the Parties agree that the STA Executive Director and City's City Manager shall initially meet and confer. Should these two officers fail to reach consensus, the dispute shall be referred to a STA Board Subcommittee along with the Solano County Supervisor that is a member of the STA Board. Should the STA Subcommittee fail to resolve the dispute, litigation may be commenced in the Solano County Superior Court.

H. Notice

All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that a Party desires to give to the other Party shall be addressed to the other Party at the addresses set forth below. A Party may change its address by notifying the other Parties of the change of address. Any notice sent by mail in the manner prescribed by this Paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

SOLANO TRANSPORTATION AUTHORITY:

Daryl K. Halls, Executive Director
423 Main Street
Suisun City, CA 94585
Attn: Jasper Alve, Project Manager

CITY OF SUISUN CITY:

City Manager
701 Civic Center Boulevard
Suisun City, CA 94585
Attn: Nouae Vue, Director of Public Works

I. No Waiver

The waiver by either Party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

J. Assignability

No Party to this Agreement shall assign or transfer any interest in this Agreement nor the performance of any duties or obligations hereunder, without the prior written consent of the other Party, and any attempt by any Party to so assign or transfer this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

K. Governing Law and Venue

The construction and interpretation of this Agreement and the rights and duties of the Parties shall be governed by the laws of the State of California.

L. Force Majeure

No Party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement or for any interruption of services, directly or indirectly, from acts of nature, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the Parties.

M. Prior Agreements and Amendments

This Agreement represents the entire agreement of the Parties with respect to the subject matter described in this Agreement, and no representation, warranties, inducements or oral agreements have been made by any of the Parties except as expressly set forth in this Agreement. This Agreement may only be modified by a written amendment duly executed by the Parties.

N. Severability

If any provision or portion of this Agreement is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

O. Compliance with all Laws

The Parties shall observe and comply with all applicable federal, state and local laws, ordinances, and codes including those of the Federal Highway Administration (FHWA).

P. Non-Discrimination Clause

1. During the performance of this Agreement, the Parties and their subcontractors shall not deny any benefits or privileges to any person on the basis of race, religion, color, ethnic group

identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation. Each Party shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

2. The Parties shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated pursuant to it (Title 2, California Code of Regulations, section 10000, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time.

Q. Access to Records and Retention

All Parties, acting through their duly authorized representative, as well as any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of any of the Parties, shall have access to any books, documents, papers and records of any Party which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

R. Interpretation

Each Party has reviewed this Agreement and any question of doubtful interpretation shall not be resolved by any rule or interpretation providing for interpretation against the drafting Party. This Agreement shall be construed as if all of the Parties drafted it. The captions and headings contained herein are for convenience only and shall not affect the meaning or interpretation of this Agreement.

S. Counterpart and Electronic Signature

As permitted under the U.S. Electronic Signatures in Global and National Commerce (ESIGN) Act of 2000, and the Uniform Electronic Transactions Act (UETA), the Parties hereby agree to conduct this transaction by electronic means. This Agreement may be executed through an electronic signature and may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Parties agree that the electronic signatures appearing on this Agreement are intended by each Party using it to have the same force and effect as the use of a manual signature for the purposes of validity, enforceability, and admissibility.

T. Signatory's Warranty

Each Party warrants to each other Party that he or she is fully authorized and competent to enter into this Agreement in the capacity indicated by his or her signature and agrees to be bound by this Agreement.

The Parties have executed this Agreement on the day and year first written above.

SOLANO TRANSPORTATION AUTHORITY

By: _____
Daryl K. Halls, Executive Director

Approved as to Form:

By: _____
Megan J. Callaway, STA Legal Counsel

CITY OF SUISUN CITY

By: _____
Aaron Roth, Acting City Manager

Approved as to Form:

By: _____
Elena Q. Gerli, City Attorney

EXHIBIT A

**Funds Transfer Agreement between the California Department of Transportation
and the Solano Transportation Authority**

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

- 1.1 The California Department of Transportation (**Caltrans**) and the Solano Transportation Authority (**STA**) hereby enter into this Funds Transfer Agreement (Agreement) on the terms and conditions set forth below.
- 1.2 This Agreement is not valid until signed by both parties. This Agreement shall expire on STA's completion of its obligations under this Agreement, but may be extended by amending this Agreement.

BACKGROUND

2.1 Section 19.56, subdivision (g) (1) (AP) of the Budget Act of 2022 (the Act) appropriated \$1,000,000 (the Funds) from the State General Fund to Caltrans, to be allocated to STA for the Electric Vehicle Infrastructure in the Cities of Vacaville, Fairfield, Suisun City and Rio Vista.

2.2 Caltrans determined the best method for allocation to ensure the funds are used for the purposes specified in Section 19.56 of the Act is a funds transfer agreement.

2.3 State clean air policies seek to cut 60% of air pollution by decarbonizing across sectors, with transportation as the biggest potential to decarbonize since it currently makes up about 40% of Greenhouse Gas (GHG) emissions, which is a detrimental contributor to climate change. With the increase in variability and severity of climate change impacts, the transportation network becomes vulnerable therefore it is imperative to rapidly decarbonize the transportation sector to decrease the GHG emissions.

Executive Order N-7-20 puts an end to the sales of internal combustion engines by 2035, which rapidly scales down emissions of single-passenger vehicles. In the context of Solano County, the growth of the Electric Vehicle (EV) market is critical in contributing to the statewide strategy of reducing GHG emissions. With the end of internal combustion engines, there is an anticipated shift in the use and reliance on zero-emission cars in how our residents chose to travel to access employment centers, government centers and hospitals, and other key destinations such as downtown waterfronts, parks, community resources, and other recreational activities.

It is our goal to expand and improve Solano residents' access to a reliable, affordable, and equitable EV Infrastructure Network by increasing the deployment of the EV chargers by four (4) implementing agencies: Fairfield,

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

Suisun City, Vacaville, and the unincorporated County. The increased deployment of EV Chargers will give our residents confidence as they plan and switch to zero-emission vehicles, which will have long-lasting benefits to our communities through the decrease of air pollution that improves the well-being and health of Solano residents.

SCOPE OF WORK

3.1 The Funds provided under this Agreement will be used to improve access to a reliable, affordable, and equitable EV Infrastructure Network by increasing the deployment of EV chargers at the four (4) eligible implementing agencies: City of Fairfield, City of Suisun City, City of Vacaville, and the unincorporated County facilities within those cities. The Project will be implementing EV infrastructures at strategic locations that are publicly accessible and expand access to employment centers and other key destinations that are frequently visited by Solano residents such as government centers, downtowns, mobility hubs, park and ride lots, community centers. Additional project locations that can be considered include but are not limited to parks, recreational areas, and access to other community resources or services. Funds provided under this Agreement will be applied to any phase required to deliver and implement EV chargers by the respective implementing agency.

3.2 STA shall only use Funds for the Project specified in the Act. STA's self-attestation verifying the intended use of funds shall be provided to the Department prior to the release of any funds.

FUNDING, COSTS, COST LIMITATION, & PAYMENT

4.1 The Funds will be encumbered within 2 days of the effective date of this Agreement. Pursuant to Section 19.56 of the Act, funds must be encumbered by June 30, 2024, and expended by June 30, 2026.

4.2 Payments shall be made as authorized by Sections 19.56(a) of the Act, including, but not limited to the provisions noted below:

- a. Notwithstanding any other law, a designated state entity administering an allocation pursuant to this section may provide the allocation as an advance lump sum payment, and the allocation may be used to pay for costs incurred prior to the effective date of the act adding this paragraph.
- b. Funding provided in this section shall not be used for a purpose subject to Section 8 of the Article XVI of California Constitution.

4.3 Within 30 days of expending all of the Funds or upon completion or termination of Project, whichever comes first, STA shall submit to Caltrans a Project Closeout Report. The Project Closeout Report at a minimum shall include a

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

description of completed Project component(s) and a description of Project outcomes. Photographs of the Project are encouraged to be included.

4.4 Any Project costs paid using the Funds that are determined by subsequent audit to be unallowable under 48 CFR, Part 31 or 2 CFR, Part 200, are subject to repayment by STA to Caltrans.

4.5 STA shall return any unspent Funds to Caltrans at the conclusion, completion, or termination of the Project.

4.6 Upon written demand by STATE, any overpayment to STA of amounts invoiced to CALTRANS shall be returned to STATE.

4.7 Should STA fail to refund any moneys due CALTRANS as provided herein or should STA breach this AGREEMENT by failing to complete Project without adequate justification and approval by STATE, then, within thirty (30) days of demand, or within such other period as may be agreed to in writing between the PARTIES, STATE, acting through the State Controller, the State Treasurer, the CTC or any other public entity or agency, may intercept, withhold and demand the transfer of an amount equal to the amounts paid by or owed to CALTRANS for each Project, from future apportionments or any other funds due to STA from the Highway Users Tax Fund or any other sources of funds, and/or may also withhold approval of future STATE-FUNDED projects proposed by ADMINISTERING AGENCY.

INQUIRIES & NOTICES

5.1 All inquiries during the term of this Agreement will be directed to the representatives listed below:

For Caltrans:

Name: Moon Rana
Address: 111 Grand Avenue
Oakland, CA 94612
Phone Number: (510)421-8017
Email: moon.rana@dot.ca

For STA:

Name: Daryl K. Halls, Executive Director
Address: 423 Main Street
Suisun City, CA 94585
Phone Number: (707)399-3204
Attn: Jasper Alve, Project Manager
Email: jalve@sta.ca.gov

5.2 Each party may change their representative listed above upon 10 calendar days' written or emailed notice to the other party and without the need for amending this Agreement.

OTHER TERMS & CONDITIONS

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

6.1 Drug-Free Workplace Requirements: STA will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) any available counseling, rehabilitation and employee assistance programs; and,
 - 4) penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works on the proposed Agreement will:
 - 1) receive a copy of the company's drug-free workplace policy statement; and,
 - 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and STA may be ineligible for award of any future State agreements if Caltrans or the State Department of General Services determines that any of the following has occurred: STA has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

6.2 Conflict of Interest: STA needs to be aware of the following provisions regarding current or former state employees. If STA has any questions on the status of any person rendering services or involved with the Agreement, Caltrans must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If STA violates any provisions of above paragraphs, such action by STA shall render this Agreement void. (Pub. Contract Code §10420.) If the Agreement is rendered void, STA shall return all Funds.

6.3 Labor Code/Workers' Compensation: STA needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and STA affirms to comply with such provisions before commencing the performance of the work described in this Agreement. (Labor Code § 3700.)

6.4. Americans With Disabilities Act: STA assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. § 12101 et seq.)

6.5. STA Name Change: An amendment is required to change STA's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

6.6. Resolution: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

Funds Transfer Agreement Between the California Department of Transportation and the Solano Transportation Authority

6.7. Air or Water Pollution Violation: Under State law, STA shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

6.8. Audit: STA agrees that Caltrans, the California Department of General Services, the California State Auditor's Office, or other State agency with a legitimate business purpose, or their designated representative(s) shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. STA agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of record retention is stipulated.

6.9. Amendments: No amendment or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. Any amendment signed by STA must be approved by its Board of Directors as evidenced by a resolution, order, motion, or ordinance of the STA and a copy provided to Caltrans. No oral understanding or agreement not incorporated in the Agreement is binding on any of the parties.

6.10. Caltrans and STA shall continue with their responsibilities under this Agreement during any dispute.

6.11 This Agreement may be executed in separate counterparts.

6.12 An electronically signed copy of this Agreement shall have the same force and effect as if it were signed manually.

6.13 Should STA be declared to be in breach of this AGREEMENT or otherwise in default thereof by STATE, and if STA is constituted as a joint powers authority, special district, or any other public entity not directly receiving funds through the State Controller, CALTRANS is authorized to obtain reimbursement from whatever sources of funding are available, including the withholding or transfer of funds, pursuant to Article IV – 21, from those constituent entities comprising a joint powers authority or by bringing of an action against STA or its constituent member entities, to recover all funds provided by CALTRANS hereunder.


**Funds Transfer Agreement Between the California Department of Transportation
and the Solano Transportation Authority**

State:

STATE OF CALIFORNIA

DEPARTMENT OF TRANSPORTATION

Printed Name: Jeanie Ward-Waller

Signature: 

Title: Deputy Director for Planning & Modal Programs

Date: 07/14/23

Local Agency:

Solano Transportation Authority

Printed Name: Daryl K. Halls


Signature: 

Title: Executive Director

Date: July 11, 2023

Accounting Certification

For Caltrans Use Only

I hereby Certify upon my own personal knowledge that budgeted funds are available for encumbrance.			
Jie Chen		07/05/2023	\$1,000,000.00
Accounting Officer Printed Name	Accounting Officer Signature	Date	Amount Certified

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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-___: Authorizing the Application for Grant Funds for the Proposition 68 Community and Economic Enhancement Grant Program from the Sacramento-San Joaquin Delta Conservancy and Authorizing the Acting City Manager, or Appointed Designee, to Execute Application Related Documents

FISCAL IMPACT: There is no fiscal impact to the city since the grant does not require any contribution or match.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: In June 2023, the Sacramento-San Joaquin Delta Conservancy released details for the FY23-24 Proposition 68 Community and Economic Enhancement Grant program. The non-competitive grant program focuses on increasing public access to the Sacramento-San Joaquin Delta through recreation and tourism opportunities, historic and cultural preservation, and environmental education in order to promote a robust Delta economy. The grant opportunity is non-competitive and is only to public agencies and non-profits with projects within or benefitting the Delta and Suisun Marsh. There is no match required for the grant, and each application requires an initial consultation with Delta Conservancy representatives to discuss the potential project, if goals of the project align with Delta Conservancy's mission and intent of the funding, and whether or not to invite the applicant to submit a full application.

The current public fishing dock is beyond repair, and in an inaccessible area of the City's Marina. Because of this, it does not see use, and those looking for recreational fishing opportunities often do so in the basin on the sidewalk. Because of this, it creates safety hazards for those trying to utilize the sidewalk (with potential fishing hooks around the walkways) and is not aesthetically pleasing nor inviting to the City's downtown area.

At the initial consultation, the Recreation, Parks, and Marina (RPM) Department proposed to the Delta Conservancy the building of a new fishing dock behind and north of Suisun City Hall, adjacent to the existing City parking lot. The new fishing dock will serve as a recreational and educational hub, promoting tourism and environmental education in the region. It will also create a sustainable and inclusive space for fishing, kayaking, and learning about the local ecosystem.

After consultation with Delta Conservancy officials, it was recommended that the city submit a full application towards a 'planning' grant with an ask limit of \$600,000. Planning grants are specifically for pre-construction work, including project scoping, planning and design, and environmental compliance.

STAFF REPORT: The RPM Department's planning grant proposal will complete all pre-construction requirements for the fishing dock project, including the securing of necessary permits, environmental studies, community outreach, design, and the preparation of 65% plans, specifications, and estimates (PS&E).

The intent of this planning grant is to make this a “shovel-ready” project with the anticipation of future funding being made available through the Delta Conservancy for the implementation and construction of the fishing dock project. The full application will be submitted by the RPM Department in early November and is expected to go to the Sacramento-San Joaquin Delta Conservancy Board meeting in January 2024 for potential award of funding. As part of the application process, the RPM Department must receive authorization to apply for the grant funding through Suisun City Council.

STAFF RECOMMENDATION: It is recommended that City Council Adopt Resolution No. 2023-__: Authorizing the Application for Grant Funds for the Proposition 68 Community and Economic Enhancement Grant Program from the Sacramento-San Joaquin Delta Conservancy and Authorizing the Acting City Manager, or Appointed Designee, to Execute Application Related Documents.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Authorizing the Application for Grant Funds for the Proposition 68 Community and Economic Enhancement Grant Program from the Sacramento-San Joaquin Delta Conservancy and Authorizing the Acting City Manager, or Appointed Designee, to Execute Application Related Documents

PREPARED BY:

Marvin Mora, Recreation Supervisor

REVIEWED BY:

Kris Lofthus, Deputy City Manager

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. [Resolution Authorizing the Application for Grant Funds for the Prop 68 Community and Economic Enhancement Grant Program.pdf](#)
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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 3, 2023, and October 17, 2023.

FISCAL IMPACT: None

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: Pursuant to Government Code 40801, the City Clerk shall keep an accurate record of the proceedings of the City Council meetings. City Council minutes are prepared in a manner consistent with the intent of the Government Code. Minutes provide a record of when and where the meeting took place, type of meeting, and report any action taken, including the vote of each member of the City Council.

STAFF REPORT: The minutes of the City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 3, 2023, and October 17, 2023, are submitted for review and approval.

STAFF RECOMMENDATION: Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on October 3, 2023, and October 17, 2023.

DOCUMENTS ATTACHED:

1. Minutes - October 3, 2023, Special Closed Session Meeting
 2. Minutes - October 3, 2023, Regular Council-Successor Agency-Housing Authority Meeting
 3. Minutes - October 17, 2023, Special Closed Session Meeting
 4. Minutes - October 17, 2023, Regular Council-Successor Agency-Housing Authority Meeting
-

PREPARED BY:

Anita Skinner, City Clerk

REVIEWED BY:

Anita Skinner, City Clerk

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. [Minutes - October 3, 2023 Special Closed Session Meeting.pdf](#)
2. [Minutes - October 3, 2023 Regular Council-Successor Agency-Housing Authority Meeting.pdf](#)
3. [Minutes - October 17, 2023 Special Closed Session Meeting.pdf](#)
4. [Minutes - October 17, 2023 Regular Council-Successor Agency-Housing Authority Meeting.pdf](#)

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Marlon L Osum, Member
Amit Pal, Member



CITY COUNCIL MEETING

MINUTES
SPECIAL MEETING OF THE SUISUN CITY COUNCIL
TUESDAY, OCTOBER 3, 2023
5:00 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 836 1787 1860

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 4 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720 (If
attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

ROLL CALL

Mayor Hernandez called the meeting to order at 5:06pm with the following Council Members present:

PRESENT: Dawson, Hernandez, Osum, Washington

ABSENT: Pal

CONFLICT OF INTEREST NOTIFICATION None

(Any items on this agenda that might be a conflict of interest to any Councilmembers should be identified at this time.)

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

Comments were made by George Guynn, Steve Olry, James Berg, Michelle Chavez

CLOSED SESSION

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the Purpose of:

1 **CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION**

Discussion of potential significant exposure to litigation pursuant to Government Code Section 54956.9(a), (d)(2), (e)(2) (based on certain non-contractual employment-related claims by Greg Folsom).

- 2 CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION
Discussion of potential significant exposure to litigation pursuant to Government Code Section 54956.9(a), (d)(2), (e)(1) - (1 potential case).
- 3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to California Government Code Section 54956.8
Real Property Identified by Assessor's Parcel Number 0037-220-130
Negotiating Party: Acting City Manager
Parties Negotiating With: Cavallero Property
Under Negotiations: Terms and payment

Council entered into Closed Session at 5:19pm.

CONVENE OPEN SESSION

Announcement of Actions Taken, if any, in Closed Session.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:22pm.

Anita Skinner, City Clerk

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Marlon L Osum, Member
Amit Pal, Member



CITY COUNCIL MEETING

MINUTES
REGULAR MEETING OF THE SUISUN CITY COUNCIL,
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,
AND HOUSING AUTHORITY
TUESDAY, OCTOBER 3, 2023
6:30 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 863 9416 8264

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 5 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720
(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Ord. No. – 806)

(Next City Council Res. No. 2023 – 134)

(Next Suisun City Council Acting as Successor Agency Res. No. SA2023 - 06)

(Next Housing Authority Res. No. HA2023 – 04)

City Attorney reported out from Closed Session on Item #1.

ROLL CALL

Mayor Hernandez called the meeting to order at 6:46pm with the following Council Members present:

PRESENT: Dawson, Hernandez, Osum, Washington

ABSENT: Pal

Pledge of Allegiance was led by Council Member Osum.

Invocation was given by City Clerk Anita Skinner.

CONFLICT OF INTEREST NOTIFICATION None

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

REPORTS (Informational items only.)

- 1 Acting City Manager Update - (Roth: aroth@suisun.com).

Acting City Manager reported on upcoming city events.

PRESENTATION/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

- 2 Presentation of Proclamations - (Hernandez: ahernandez@suisun.com):
 - a. Proclamation Recognizing Volunteer Fire Captain Tom Kamin
Read by Mayor Hernandez and presented by Council Member Dawson to Captain Kamin.
 - b. Proclamation Proclaiming October 8-14, 2023, as "National Fire Prevention Week" Read by Mayor Hernandez and presented by Council Member Osum to Fire Marshall Jose Colin.
 - c. Proclamation Proclaiming October 2023, as "Breast Cancer Awareness Month" Read by Mayor Hernandez and presented by Council Member Osum to Former City Treasurer Jeannie McMurry and current City Clerk Anita Skinner who were in attendance. Former Mayor and current Assemblymember Lori Wilson was also a recipient.
- 3 Presentation of Annual Reports - (Lofthus: klofthus@suisun.com):
 - a. Recreation, Parks and Marina Department;
Deputy City Manager Kris Lofthus presented the report. He spoke briefly on the responsibilities of each staff member, grants received, project management and revenue.
 - b. Recreation, Parks, Marina and Arts Commission.
RPMA Chairperson Eddrick Osborne present the overview report. Spoke on initiatives/projects; Arts projects and future projects.

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

Public Comments were given by the following:

Donna LeBlanc, George Guynn, Steve Olry, James Berg Michelle Chavez

COUNCIL COMMENTS

- 4 Council/Board Member Updates.

Council Members reported on events and meetings they attended.

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

City Council

- 5 Council Adoption of Ordinance No. 804: An Ordinance of the City Council of the City of Suisun City Repealing and Replacing Chapter 8.08 (Solid Wastes) of Title 8 (Health & Safety) of the Suisun City Municipal Code - (City Attorney).
- 6 Council Adoption of Ordinance No. 805: Amending Title 18 (Zoning) of the Suisun City Municipal Code of the City of Suisun City Modifying the Fences and Walls Regulations Chapter 18.34 – Fences and Walls and Finding of Exemption from the California Environmental Quality Act (CEQA) - (Bermudez: jbermudez@suisun.com).
- 7 Council Adoption of Resolution No. 2023-134: Authorizing the Acting City Manager to Execute a Multi-Channel Sales Agreement with Ritchie Bros. for the Sale of Fire Department Surplus Apparatus - (Lopez: bllopez@suisun.com).
- 8 Council Adoption of Resolution No. 2023-135: Authorizing the Acting City Manager to Execute a Grant Agreement with the State of California Department of Parks and Recreation Division of Boating and Waterways for the Surrendered and Abandoned Vessel Exchange (SAVE) Program - (Lofthus: klofthus@suisun.com).
- 9 Council Adoption of Resolution No. 2023-136: Adopting the 1st Amendment to the Annual Appropriation Resolution No. 2023-88 to Appropriate Funds for the Sidewalk Gap Closure Project Through the Transportation Fund for Clean Air Grant - (Vue: nvue@suisun.com).
- 10 Approving Appointments of City Staff members to the Pooled Liability Assurance Network (PLAN) Joint Powers Authority (JPA) Board of Directors and to the Local Agency Workers' Compensation Excess Joint Powers Authority's Governing Board - (Penland: cpenland@suisun.com).
 - a. Council Adoption of Resolution No. 2023-137: Appointing One Director and One Alternate Director to the Pooled Liability Assurance Network (PLAN) Joint Powers Authority (JPA) Board of Directors; and
 - b. Council Adoption of Resolution No. 2023-138: Appointing One Representative and One Alternate Representative to the Local Agency Workers' Compensation Excess Joint Powers Authority's Governing Board.

Joint City Council / Suisun City Council Acting as Successor Agency

- 11 Accept the Investment Report for the Quarter Ending June 30, 2023 - (Luna: eluna@suisun.com).

Joint City Council / Suisun City Council Acting as Successor Agency/ Housing Authority

- 12 Council/Agency/Authority Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on September 19, 2023 – (Skinner: clerk@suisun.com).

PUBLIC COMMENTS

The following commented on Consent Calendar Items 5, 6, 7, 9:
Donna LeBlanc, James Berg, George Guynn

Motion by Council Member Dawson to approve Consent Calendar and seconded by Vice Mayor Washington. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Washington

NOES: None

ABSENT: Pal

PUBLIC HEARING - NONE

GENERAL BUSINESS

City Council

- 13 Council Consideration and Introduction of Ordinance No.- 806: An Ordinance of the City Council of the City of Suisun City Repealing and Replacing Chapter 8.12 (Public Nuisances) to Title 8 (Health and Safety) of the Suisun City Municipal Code - (City Attorney).

City Attorney Elena Gerli presented the report.

PUBLIC COMMENT: The following commented on the ordinance:

Donna LeBlanc, George Gynn, Steve Olry, Michelle Chavez

Motion by Council Member Dawson to introduce the ordinance and seconded by Vice Mayor Washington. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Washington

NOES: None

ABSENT: Pal

Verbal consensus to start item #14 that will take the meeting past 10pm

- 14 Council Discussion and Direction for the Acting City Manager to Initiate the Request for Proposal (RFP) Process for Recruitment Services Related to a Permanent City Manager and Report Back with a Proposed Timeline and Evaluation Criteria - (Roth: aroth@suisun.com).

Acting City Manager Roth presented report.

PUBLIC COMMENT: The following commented on the RFP process:

George Gynn, James Berg

Motion by Council Member Dawson for the Acting City Manager to initiate the Request for Proposal (RFP) process and seconded by Vice Mayor Washington. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Washington

NOES: None

ABSENT: Pal

REPORTS: (Informational items only)

- 15 Mayoral Update - (Hernandez: ahernandez@suisun.com).

- 16 Non-Discussion Items.

ADJOURNMENT

Mayor Hernandez adjourned the meeting at 9:55 p.m. in honor of former Lieutenant Forrest Frank Smith and former Fire Chief James Pennington.

Anita Skinner, City Clerk

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Marlon L Osum, Member
Amit Pal, Member



CITY COUNCIL MEETING

MINUTES
SPECIAL MEETING OF THE SUISUN CITY COUNCIL
TUESDAY, OCTOBER 17, 2023
5:00 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 821 6263 7928

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 4 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720*

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

ROLL CALL

Mayor Hernandez called the meeting to order at 5:05pm with the following Council Members present:

PRESENT: Dawson, Hernandez, Osum, Pal, Washington

ABSENT: None

CONFLICT OF INTEREST NOTIFICATION None

(Any items on this agenda that might be a conflict of interest to any Councilmembers should be identified at this time.)

PUBLIC COMMENT

(In accordance with Section 54956(a), public comments are limited to items on this closed session agenda, and to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the comment period.)

Comments by Steve Olry and on-line, Michelle Chavez.

CLOSED SESSION

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the Purpose of:

1 PERSONNEL MATTERS

PUBLIC EMPLOYEE EMPLOYMENT/CONFERENCE WITH LABOR NEGOTIATOR:

Pursuant to California Government Code Section 54957(b)(1), to consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee:

(Interim City Manager); and Government Code Section 54957.6, conference with labor negotiator. City negotiator: City Attorney. Employee: Acting City Manager Roth.

2 CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency negotiator: Acting City Manager

Employee organizations: SCPOA (Suisun City Police Officers Association)

CONVENE OPEN SESSION

Announcement of Actions Taken, if any, in Closed Session.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:25pm.

Anita Skinner, City Clerk

CITY COUNCIL
Alma Hernandez, Mayor
Princess Washington, Mayor Pro Tem
Jenalee Dawson, Member
Marlon L Osum, Member
Amit Pal, Member



CITY COUNCIL MEETING

MINUTES
REGULAR MEETING OF THE SUISUN CITY COUNCIL,
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,
AND HOUSING AUTHORITY
TUESDAY, OCTOBER 17, 2023
6:30 PM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

*CITY COUNCIL MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 850 2680 8567

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING
CLERK@SUISUN.COM (PRIOR TO 6 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720 (If
attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

(Next Ord. No. – 807)

(Next City Council Res. No. 2023 – 139)

Next Suisun City Council Acting as Successor Agency Res. No. SA2023 - 06)

(Next Housing Authority Res. No. HA2023 – 04)

ROLL CALL

Mayor Hernandez called the meeting to order at 6:43pm with the following Council Members present:

PRESENT: Dawson, Hernandez, Osum, Pal, Washington

ABSENT: None

Pledge of Allegiance was led by Vice Mayor Washington.

Invocation was given by City Clerk Skinner.

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

Council Member Pal has a conflict with Item #8.

REPORTS (Informational items only.)

- 1 Acting City Manager Update - (Roth: aroth@suisun.com).
Reported on upcoming events on October 28th and the October 31st Halloween Parade.

Finance Director Deol gave an update new billing system.

PRESENTATION/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

- 2 Presentation of Proclamations - (Hernandez: ahernandez@suisun.com):
 - a. Proclamation Proclaiming September 15 - October 15, 2023, as "Hispanic Heritage Month"

Mayor Hernandez read the proclamation which was presented by Council Member Osum to Leah Castillo (Solano Hispanic Chamber of Commerce). Ms. Castillo and Leo thanked the Council.
 - b. Proclamation Proclaiming the Month of October as, "National Chess Month"
Mayor Hernandez read the proclamation which was presented by Council Member Dawson to David Knott.

The following club members spoke: A'lana Sessoms (President of Suisun Youth Commission), Gaby Gonzelez, Gustano Carios, Ariel He-Wang, and Valentina Gonzalez. Council Members congratulated all the students.
- 3 Mayoral Appointment to the Beautification Community Advisory Committee- (Hernandez: ahernandez@suisun.com).

Mayor Hernandez appointed Annabelle Rivera.

Motion by Mayor Hernandez to appoint Annabelle Rivera and seconded by Council Member Pal. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Pal, Washington

NOES: None

ABSENT: None

PUBLIC COMMENT

(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

The following made comments on items not on the agenda:

Lorenza Gonzalez; Richard Herrod, Steve Olry, George Guyann, James Berg, Larry Blumfield.

On-line: Michelle Chavez, Barbara Kraig.

COUNCIL COMMENTS

- 4 Council/Board Member Updates.

Council Members reported on meetings and events attended.

CONSENT CALENDAR

Consent calendar items requiring little or no discussion may be acted upon with one motion.

City Council

- 5 Council Adoption of Ordinance 806: An Ordinance of the City Council of the City of Suisun City Repealing and Replacing Chapter 8.12 (Public Nuisances) To Title 8 (Health and Safety) of the Suisun City Municipal Code - (City Attorney).

Joint City Council / Suisun City Council Acting as Successor Agency

- 6 Council/Agency Approval of September 2023 Payroll Warrants in the Amount of \$677,774.03 and Council/Agency Approval of the September 2023 Accounts Payable Warrants in the Amount of \$5,929,978.37 - (Finance).

Council Member Pal had a conflict with Item #5 stepped away from dais at 8:08p and returned at 8:21pm.

PUBLIC COMMENT

James Berg commented on Item #5.

George Guynn and James Berg commented on Item #6.

Motion by Council Member Dawson to approve the Consent Calendar and seconded by Mayor Hernandez. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Washington

NOES: NONE

ABSENT: Pal (conflict)

GENERAL BUSINESS

- 8 **HEARING:** Council Adoption of Resolution No. 2023-141: Placing Liens for Unpaid Waste Collection Service Charges on Certain Lands Situated in the City of Suisun City, County of Solano, State of California - (Deol: Ideol@suisun.com).

Finance Director Deol presented the report.

PUBLIC COMMENT

Melissa and Martel Lofton

Motion by Council Member Dawson to approve Resolution and seconded by Vice Mayor Washington. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Washington

NOES: None

ABSENT: Pal (conflict)

PUBLIC HEARING

- 7 Conduct a Public Hearing and hold a Special Election for the proposed Annexation No. 17 (Tractor Supply Co.) to Community Facilities District No. 2 (Municipal Services) (“CFD No.2), adopt the Resolutions and introduce the Ordinance listed below: (Vue: nvue@suisun.com).
 - a. Council Adoption of Resolution No. 2023-139: Submitting Annexation of Territory and Levy of Special Taxes to Qualified Electors (Tractor Supply Co.); and
 - b. Council Adoption of Resolution No. 2023-140: Declaring Results of Special Annexation Election, Determining Validity of Prior Proceedings, and Directing Recording of Amended Notice of Special Tax Lien (Tractor Supply Co.); and
 - c. Council Consideration and Introduction of Ordinance No. 807: An Ordinance of the City Council of the City of Suisun City Levying Special Tax Within City of Suisun City Communities Facilities District No. 2 (Municipal Services), Including Certain Annexation Territory (Tractor Supply Co.).

Management Analyst Amanda Dum presented the report.

Mayor Hernandez opened the Public Hearing.

Comment by George Guynn.

There being no further comments Mayor Hernandez closed the Public Hearing.

Clerk Skinner opened and read the Ballot vote.

Motion by Council Member Dawson to approve Item 7 and seconded by Council Member Pal. Motion passed by the following vote:

AYES: Dawson, Hernandez, Osum, Pal, Washington

NOES: None

ABSENT: None

REPORTS: (Informational items only)

- 9 [Mayoral Update - \(Hernandez: \[ahernandez@suisun.com\]\(mailto:ahernandez@suisun.com\)\).](#)
- 10 Non-Discussion Items.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:28pm.

Anita Skinner, City Clerk

AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Introduction and Waive First Reading of Ordinance No. ____: An Ordinance of the City Council of the City of Suisun City Adding Chapter 12.34 (Sidewalk Maintenance), to Title 12 (Streets, Sidewalks, and Public Places) of the Suisun City Municipal Code – (Vue: nvue@suisun.com) - (Continued to November 21, 2023).

FISCAL IMPACT: None at this time.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: A Public Hearing Notice was published in the Daily Republic Newspaper, posted on the City's website, and posted at designated locations in the city.

STAFF REPORT: This item is not ready for presentation and is continued to November 21, 2023.

STAFF RECOMMENDATION: Recommendation to continue to November 21, 2023.

DOCUMENTS ATTACHED: NONE

PREPARED BY:	Amanda Dum, Management Analyst II
REVIEWED BY:	Aaron Roth, Acting City Manager
APPROVED BY:	Aaron Roth, Acting City Manager

ATTACHMENTS:

NONE

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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Waterfront District Specific Plan Amendments: Workshop to Discuss Comprehensive Amendments.

FISCAL IMPACT: The City was awarded \$155,000 in SB 2 Planning Grants Program funds from the State of California Department of Housing and Community Development. The SB 2 planning grant funds have been used by staff and the City's consultant to carry out project activities. The grant permits five percent of the funds to be used for administration. There is no direct cost to the city.

STRATEGIC PLAN: Provide Good Governance and Develop Sustainable Economy.

BACKGROUND: In 2017, Governor Brown signed Senate Bill 2 (SB 2), titled the "Building Homes and Jobs Act." Adopted in conjunction with a swath of other housing legislation, this law specifically establishes a permanent, on-going source of funding dedicated to promoting and facilitating affordable housing development. A component of SB 2 is the Public Grants Program (PGP) which is a one-time component of SB 2 that, among other provisions, provides financial and technical assistance to local governments to update planning documents in order to:

- Accelerate housing production.
- Streamline the approval of housing development affordable to owner and renter households at all income levels.
- Facilitate housing affordability, particularly for all income groups.
- Promote development consistent with the State Planning Priorities; and
- Ensure geographic equity in the distribution and expenditure of allocated funds.

The Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for about \$123 million statewide under the PGP on March 28, 2019. On September 3, 2019, the City Council held a discussion and direction item to consider the possible use of grant funds. The outcome of the meeting was for staff to apply for the grant and include planning activities that were in line with the grant's intent. During the City Council's October 22, 2019, meeting, staff presented a list of activities, and the council adopted a resolution that authorized the City Manager to apply for the grant to capture some of the list of activities:

- Analyze the buildout capacity of the Specific Plan districts (potential program by subarea, vacant/opportunity sites, infill building prototypes, public investment projects).
- Identify short-term infill project opportunity sites, analyze feasibility gaps, and identify public investment strategies.
- Assist with roll-out/definition of marketing packages/development RFP's, project applications.
- Conduct a housing yield and feasibility study.
- Develop conceptual site plans that show viable projects that would promote the City's goals and objectives for design and community character.
- Assist the City with a focused Specific Plan amendment to further increase allowable density in the area around the depot and to increase the capacity for housing.

- Update the Specific Plan CEQA analysis to ensure environmental coverage for compact housing development in the target area.
- Develop up to three prototypes for projects that could be built on identified opportunity sites.

In the summer of 2019, the city received an award letter from the State of California which prompted the selection of AECOM an infrastructure and planning consultant firm to assist the city in achieving the City Council's objectives in spring 2020. AECOM has completed the City's General Plan, Waterfront District Specific Plan and Title 18 "Zoning" updates in recent years.

STAFF REPORT: The city was awarded \$155,000 to complete a comprehensive update to the Waterfront District Specific Plan for the completion of housing-related projects to accelerate future housing production. The grant award occurred at the height of the pandemic and this world event altered productivity on a global scale which greatly affected the timing and prioritization of this grant while public agencies dealt with the consequences of the pandemic. In its effort to adapt to these events, HCD extended the timing and completion of the grant, but maintained the grants' purpose. Since coming out of the pandemic, the City and AECOM have been working on the following comprehensive studies and a set of specific plan amendments to achieve and meet the outcomes outlined in the grant:

Comprehensive Studies

Housing Feasibility and Yield Analysis and Recommendations

As part of this grant, AECOM collaborated with the City to examine housing feasibility and estimate the number of compact housing units that could be developed based on demand for housing and the location, infrastructure capacity, and other characteristics of specific infill housing opportunity areas. The 2021 Housing Yield and Feasibility Analysis and Recommendations identified additional housing development opportunities, including multifamily housing development in Downtown Suisun City. This report noted that 50-60 units per acre is likely the minimum range that could support relatively more expensive types of construction and presented a conceptual plan for multifamily development that could occur in the northwestern portion of the Specific Plan Area, if properties could be assembled.

Waterfront District and Zoning Code Amendments to Increase Housing Capacity

Based on the goals of the grant, AECOM assisted the City with a focused Waterfront District Specific Plan update to further increase allowable density in the area around the Suisun-Fairfield train depot and increase overall housing capacity, including revisions to development standards and allowable uses, while also updating relevant context discussion to reflect current conditions.

Environmental Streamlining

AECOM prepared an updated CEQA analysis under Section 15183, which allows for a streamlined environmental review process, demonstrating that revisions to the Waterfront District Specific Plan are consistent with and covered by the 2015 General Plan EIR.

Fee Study for Parking In-Lieu Fees in the Priority Development Area

AECOM assisted the city in preparing a parking in-lieu fee study that provides options for new development outside of on-site parking, particularly for residential development, including affordable housing development. The study determined that the amount of new development envisioned in the Waterfront District Specific Plan suggests a long-term need for structured parking options. Several parking in-lieu fee options are presented for consideration by the city, including charging more than, less than, or the equivalent cost of parking construction.

Planning Commission and Community Engagement

In July 2021, AECOM presented an overview of the SB 2 planning grant projects, key findings from the housing feasibility study, and next steps to the Planning Commission. In April 2022, the City held an in-person public workshop and circulated a digital survey to gather public input for the planning and design of the 30-acre vacant property in the Downtown area. Subsequently, staff engaged the Planning Commission on October 11th, 2023, in a workshop and discussion format to review the proposed specific plan amendments and take in any comments and recommendations. At this meeting, the City's consultant provided a presentation and overview of the proposed changes to the specific plan and those changes have been integrated into the draft specific plan accompanying this staff report.

General Plan Amendments

The overall specific plan has undergone several changes to align with the grant's objective and regional policies guided by MTC/ABAG, the City's Housing Element, and prior City Council direction. The attached, red-lined version-specific plan document includes additional changes, and an overview of these changes will be presented by the staff/consultant. Below are some key changes to the specific plan that include a reference in brackets detailing the rationale behind the change:

- Changed Commercial-Office-Residential (C/O/R) to Downtown Mixed Use (DMU) and converting the area north of SR 12 to Downtown Mixed Use (City 30-acre property).
- Revisions to Downtown Mixed Use permitted uses to allow single-family and multi-family residential dwellings, including ADUs (Housing Element Requirement).
- Permit multifamily dwellings in Residential Medium Density zone (rather than administrative review (Housing Element requirement))
- Vehicular Circulation Diagram - removed proposed extensions in the northwest and southeast that would have extended Civic Center Boulevard (Prior City Council discussion - See attached Resolution 2018-101).
- The specific plan removed Public Facilities designations and replaced them with a new Civic designation. The Civic area within the plan expanded to include the City Plaza, which would be a permitted use in the new designation (Previous City Council Discussion).

The workshop and presentation will concentrate on the amendments to the specific plan, a flexible exercise, allowing the City Council to weigh in and provide valuable input and direction. Once the workshop is completed, staff will compile the referenced studies and proposed specific plan amendments and return to the Planning Commission seeking a recommendation to the City Council. Land use amendments require approval by the Airport Land Use Commission (ALUC), as such, prior to scheduling with the City Council for approval, the proposed amendments require review and approval from the ALUC.

STAFF RECOMMENDATION: It is recommended that the City Council provide input and direction to assist with any changes to the proposed specific plan amendments and fulfill the purpose of the grant.

DOCUMENTS ATTACHED:

1. Draft Waterfront District Specific Plan Chapters 1-7 - Redline Version
 2. Draft Waterfront District Specific Plan Chapters 1-7 - Clean Version
 3. Resolution 2018-101 - Vehicular Circulation Diagram Change
 4. Housing Feasibility and Yield Analysis Recommendations
 5. Fee Study for Parking In-Lieu Fees in the Priority Development Area
 6. Waterfront District Specific Plan PowerPoint Presentation
-

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Jim Bermudez, Development Services Director
Aaron Roth, Acting City Manager
Aaron Roth, Acting City Manager

ATTACHMENTS:

1. Draft Waterfront Specific Plan Chapters 1-7 - Redline Version.pdf
2. Draft Waterfront Specific Plan Chapters 1-7 - Clean Version.pdf
3. Resolution 2018-101 - Vehicular Circulation Diagram Change.pdf
4. Fee Study for Parking In-Lieu Fees.pdf
5. Housing Feasibility and Yield Analysis Recommendations.pdf
6. PowerPoint Presentation.pdf



CHAPTER 1 | INTRODUCTION

1.1 Background/Content

The ~~first~~ Waterfront District Specific Plan (WDSP), ~~previously called the Downtown Waterfront Specific Plan~~, was ~~adopted~~ in 1983 and ~~last~~ comprehensively amended in 1999. ~~(it was previously called the “Downtown Waterfront Specific Plan”).~~ ~~Creation~~ The creation of a specific plan for the ~~is~~ WDSP Area (~~Planning Specific Plan~~ Area) was proposed as an implementation action in the 1979 Suisun City General Plan, which called for special treatment of the historic downtown and waterfront through ~~the~~ preparation and adoption of a Specific Plan for Old Town and the waterfront. Since that time, many ~~portions~~ actions identified in the ~~of the~~ Specific Plan have been implemented.

In 2015, the City of Suisun City (City) adopted a ~~comprehensively revised~~ comprehensive revision to the General Plan. The 2035 General Plan provides an updated set of policy guidelines for the overall amount, character, and location of urban development, as well as preservation and natural resource conservation, economic development, transportation, safety, public facilities and services, and housing.

In 2008, the Association of Bay Area Governments (ABAG) approved the ~~City’s Planning~~ Specific Plan Area as a planned priority development area (PDA) under the PDA grant program administered by the Metropolitan Transportation Commission (MTC), ABAG, and other regional ~~partners~~ (regional agencies). PDAs are opportunity areas in the Bay Area, locally adopted by cities or counties to facilitate growth and infill development near fixed transportation facilities. PDAs are designed to provide ~~housing, community amenities, and services for residents~~ residents with housing, community amenities, and services in a pedestrian-friendly environment.

In 2014, ~~through federal funding from the regional agencies,~~ the City received grant funding from the Solano Transportation Authority to prepare ~~this an~~ update to the WDSP. This update ~~addresses~~ addressed the Planning Specific Plan Area, which ~~expands~~ expanded on the previous ~~WDSP Specific Plan~~ boundaries to include the properties north of State Highway 12 (SR 12) – at the northwest corner of Marina Boulevard and SR 12 Highway 12 and the properties between Main Street and SR 12 Highway 12, including the

“Denver Curve” property in the northwest of the ~~Planning Specific Plan~~ Area (Figure 1-1). The expanded ~~WDSP Planning~~ Specific Plan Area boundary allows the City to better leverage the assets of the Suisun-Fairfield train depot to encourage infill development and establish a gateway entrance into the ~~Planning Specific Plan~~ Area on both sides of ~~SR 12~~ Highway 12.

~~In addition to expanding the boundaries of the Suisun City Downtown Waterfront PDA, the previous Specific Plan updated the 1999 Amended Downtown Specific Plan to address several matters that included~~ This update also addressed current market conditions, the current regulatory environment, and recent City policy updates, and. This version of the Specific Plan that initiated in 2014 was adopted in November of 2016.

~~In 2020, the City received another grant – this time from the State of California, through a program administered by the California Department of Housing and Community Development. The purpose of the State’s “SB 2” planning grant program is to streamline housing approvals and accelerate housing production. The City is used using the SB 2 grant funds to prepare this update. This Specific Plan update. This document constitutes both includes revisions to the 2016 WDSP policies and concepts development standards to of the earlier November of 2016 Specific Plan. It seeks to better facilitate compact housing development, particularly in areas with high-quality transit and within walking distance of employment, services, and entertainment. 1983 and 1999 specific plans that preceded it. In addition to expanding the boundaries of the Suisun City Downtown Waterfront PDA, it updates the 1999 Amended Downtown Specific Plan to address current market conditions, the current regulatory environment, and recent City policy updates.~~

1.2 Location

~~The Suisun City of Suisun City (the City)~~ is located in central Solano County, midway between the cities of Sacramento and San Francisco (Figure 1-1). The ~~City City~~ is bounded by the ~~City~~ of Fairfield to the north and west, Travis Air Force Base to the east, and Suisun Marsh to the south. ~~The Suisun~~ City is adjacent to and bisected by State ~~SR 12~~ Highway 12, a vital trucking route, and is approximately two miles east of Interstate 80. Suisun Slough, a major tidal waterway, connects Suisun City to Suisun Bay and provides access to water sports, recreation, boating, fishing, and bird watching. The adjoining Suisun Marsh is the largest brackish estuary west of the Mississippi River and borders the south and east sides of the ~~Planning Specific Plan~~ Area. The ~~Planning Specific Plan~~ Area straddles both sides of ~~Highway 12~~ SR 12 and is located southeast of the Union Pacific Railway tracks and west of the Suisun Channel and Marina Boulevard (Figure 1-2).

Figure I-1: ~~Vicinity~~Regional Context Map

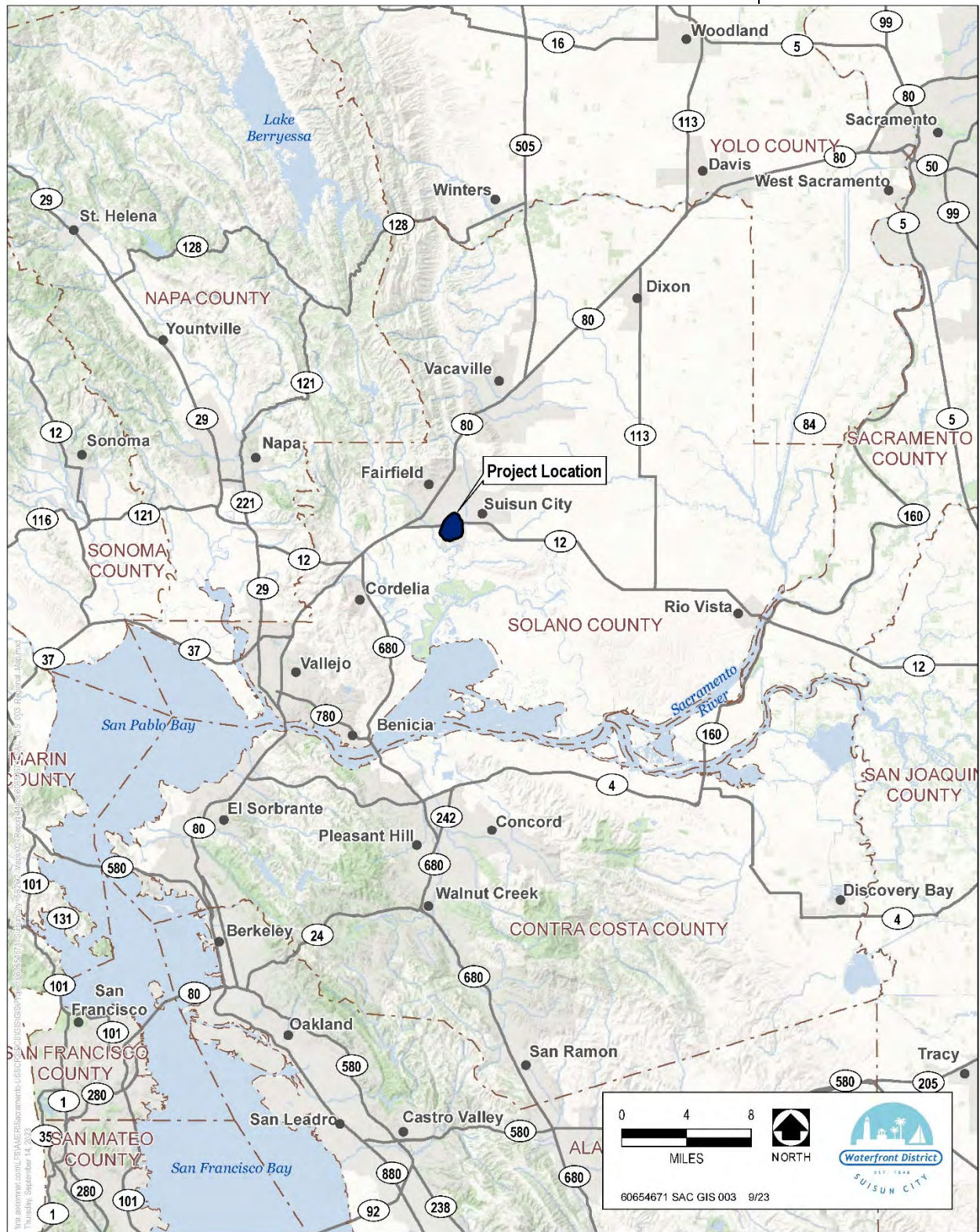
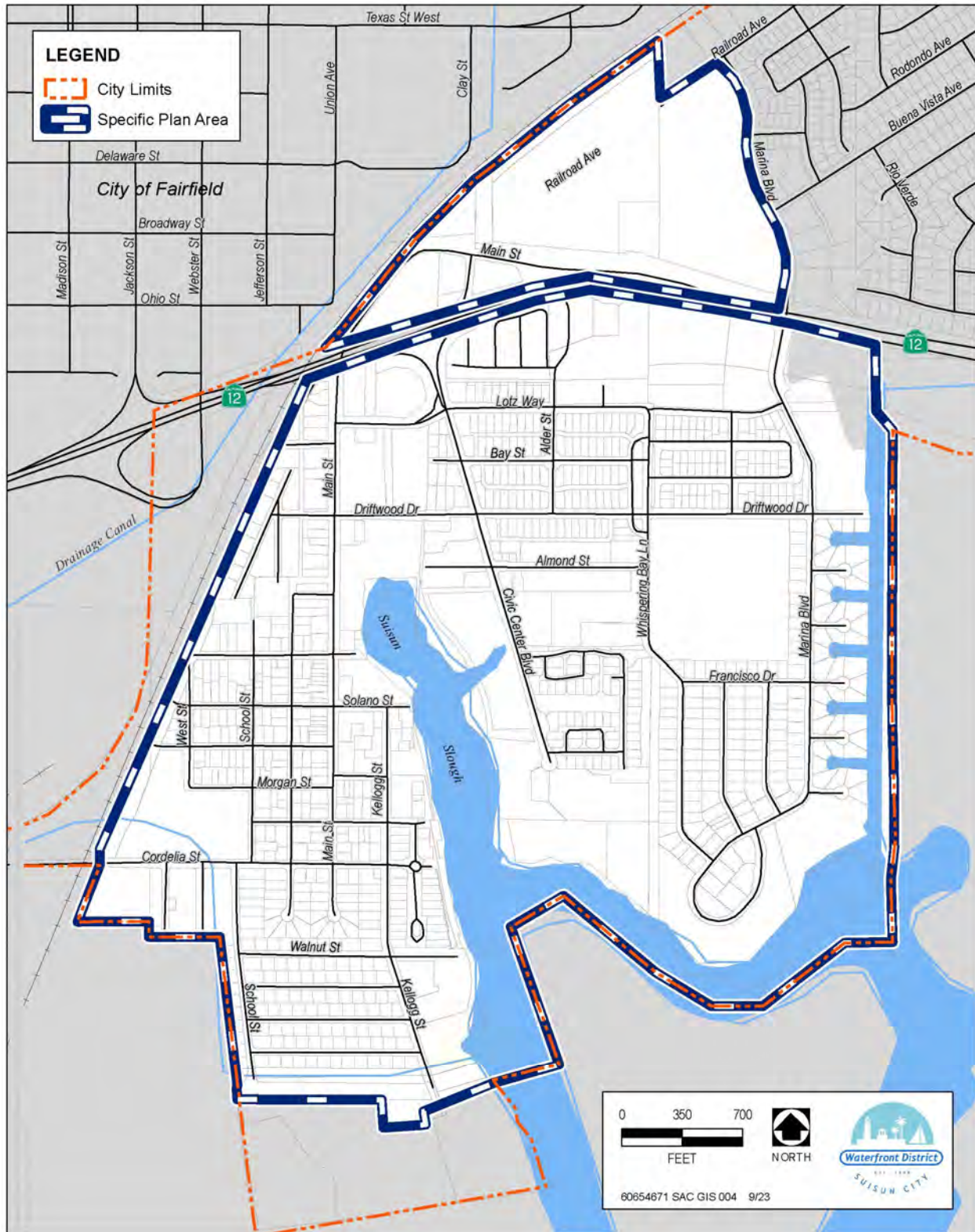


Figure I-2: Specific Plan Area



Source: Metropolitan Transportation Commission, AECOM, ~~2023~~ October 2015



1.3 Specific Plan Vision

The ~~is updated~~ Specific Plan implements the General Plan's direction to:

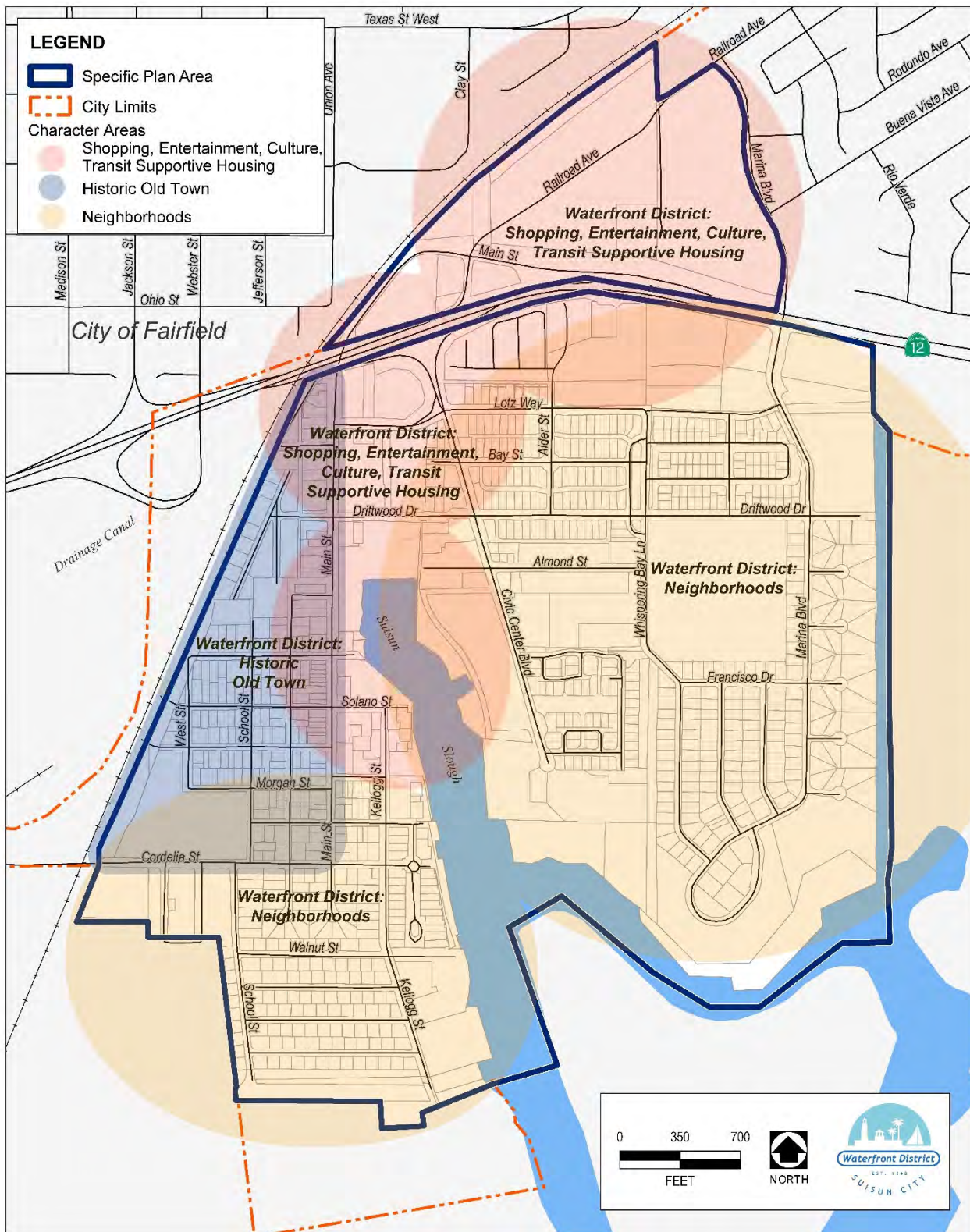
- Strategically develop vacant, underutilized, and infill land throughout the City and especially in the downtown.
- Strategically develop the Priority Development Area to provide convenient, attractive housing, shopping, services, and employment in the downtown neighborhood.
- Develop the downtown as the social and cultural heart of the community.
- Promote a vibrant downtown that provides both daytime and nighttime activities to attract visitors.
- Foster transit-oriented development around the train station, including higher density housing and mixed-use development.
- Provide convenient linkages from the train station and other regional connectors to bring patrons to the downtown.
- Provide transportation alternatives to the automobile, especially capitalizing on the location of the train station.
- Ensure safe and efficient walking, biking, driving, and parking in the downtown.

The Waterfront District is comprised of three principal ~~parts or~~ character areas (~~Figure 1-3~~~~Figure 1-3~~~~Figure 1-3~~), intended to function as their names imply, including the:

- “Shopping, Entertainment, ~~and Culture~~, ~~and Transit-Supportive Housing~~” area, comprising the commercial, mixed-use, and civic portions of the Downtown Waterfront District on both sides of ~~Highway 12~~~~SR 12~~ and the Suisun Channel;
- “Historic Old Town” area, adjacent to the railroad tracks and comprising the older historic residential, commercial businesses, and main street retail core of the Downtown Waterfront District; and
- “Neighborhoods,” residential neighborhood areas with access and frontage to the waterfront on the eastern and southern portions of the District.

These character areas and the vision statements that follow in this section establish the overarching vision and plan concepts for the Downtown Waterfront District. The planned improvements, development standards, and design ~~guidelines standards~~ in this Specific Plan are intended to enhance the function of these character areas as the ~~Planning Specific Plan~~ Area develops.

Figure I-3: Waterfront District Character Areas



Source: Suisun City, AECOM, March 2016/2023



The WDSP is to be guided by the vision statements identified below in italicized text and followed by a description of the characteristics and key concepts for implementation of the WDSP. The vision and plan concepts are based in part on earlier iterations of the Specific Plan, but with updates to reflect ~~new~~ input from the community and City leaders, the ~~current~~ regulatory environment, and existing market conditions and market trends.

1. ***Suisun City's Historic Waterfront District is a unique waterfront community with a marina; an "Old Town," composed of a traditional Downtown commercial main street and historic residential neighborhoods; a marina supporting boating and waterfront recreational activities; a civic center area; and uniquely designed residential neighborhoods, including Whispering Bay and Victorian Harbor east of the marina, and Delta Cove and "Historic Old Town" west of the marina.***

The WDSP Area draws on the area's unique mix of characteristics—a recreational waterfront, a historic main street, well-preserved residential historic architecture, established neighborhoods, direct highway access, regional commuter rail service, a rich natural environment, and a location that is in-attractive for development that complements the unique character of the area the path of regional growth.

2. ***Suisun City's Historic Waterfront District is a pleasant place to live and, at the same time, a local and regional destination for dining, shopping, entertainment, hospitality, tourism, and recreation. Changes in the region around Suisun City have created the opportunity for Downtown to evolve and develop into a place that attracts new residents, jobs, businesses, diners, shoppers, and visitors.***

Significantly increased residential and economic development and employment growth along the Interstate 80 and State Highway 12 corridors in the region has have created a new market support for transit-supportive housing, dining, entertainment, specialty retail, and marine-related services. Employment growth in Fairfield, Vacaville, and Vallejo, along with high housing prices in Bay Area employment centers, have increased demand for housing in Solano County.

Suisun City, which was once far away difficult to access from employment opportunities centers, is now within an in the acceptable commute distance, including commuting by rail, to the Bay Area and Sacramento. Intercity rail service along the Capitol Corridor enhances that position and will continue to increase demand for housing near the Suisun City Fairfield train depot.

The City's location on the San Francisco Bay Area Water Trail makes it a unique destination for visitors exploring the waterways of the San Francisco Bay by boat or sailcraft.

Suisun City's Historic Downtown Waterfront District is...



A unique waterfront community with a marina.



A local and regional destination for shopping, entertainment, hospitality, tourism, and recreation.

Suisun City's Historic Downtown Waterfront District is...



An amenity offering an urban waterfront on one side and in-town wetland habitat on the other.



On the Suisun Channel, a gateway to the open waterways and wetlands of the California Delta and San Francisco Bay and a unique stop on the Bay Area Water Trail.



A transit gateway on the Amtrak rail corridor, providing intercity rail service to the cities of Fairfield and Suisun City.

3. **The ~~entire~~ City should market the Waterfront District needs to market itself as a destination on the San Francisco Bay Area Water Trail and continue to focus on maximizing waterfront access on the Suisun Channel—its major and central feature.** ~~Priority should also be given to and on~~ improving visibility and public access to the train depot, another key asset for bringing guests in town to enjoy the amenities of Suisun City's Waterfront District.

The waterfront is an extraordinary amenity offering both an urban waterfront and an unusual in-town wetlands habitat. ~~It~~ The waterfront creates daily activity along its edge; enriches the experience of the area with its seasonal and tidal changes, wildlife, open space, and vistas; and serves as a theme for community activities and events. There are few towns in California with such an extensive and multifaceted waterfront. The ~~landscape of the~~ Waterfront District ~~landscape~~ needs to celebrate and accentuate its relationship to the water's edge by emphasizing public access and ~~all~~ views along both sides of the Channel and Whispering Bay.

4. **The waterfront should maintain its extraordinary mix of natural wetlands and urban edge.**

The Suisun Channel is the gateway to the large open waterways and wetlands of the California Delta and San Francisco Bay and ~~a~~ is a unique stop on the Bay Area Water Trail. The channel is unique in its mix of hard and soft edges, allowing for a ~~unique~~ rare blend of commercial and marine-related activities along one side of the Channel, and expansive wildlife habitats along the other side. Pedestrians walking along ~~side the channel~~ Channel are able to experience a variety of different environments within close proximity of each other. These relationships need to be emphasized and enhanced. ~~Important to capitalizing on this strength is ensuring a~~ All areas of the waterfront ~~need are provided~~ easy inviting and attractive pedestrian access.

5. **The historic Suisun City train depot on the north end of Main Street should serve as a transit gateway into the Waterfront District.**

The historic train depot serves as a multimodal transportation hub for intercity rail service and local and regional bus service. The station is at the northern terminus of Main Street, within the Waterfront District and is ~~in close proximity to~~ near the Central County Bikeway (regional Class I bike trail), connecting the downtowns of Suisun City and Fairfield. While there are directional signs to the train depot, the station facility is otherwise easy to miss ~~and as it is located,~~ within a modest structure tucked behind on-street parking, a landscaped plaza with tall trees, and ~~Highway I-2SR 12~~. Iconic signage, art, and streetscape/landscape enhancements should be added to emphasize the

importance of this key destination and historic facility within the community.

6. ***The circulation system should be enhanced to support safer and more convenient access between homes and destinations in Suisun City and between the Waterfront District and Downtown Fairfield—emphasizing pedestrians, cyclists, transit users, and motorists.***

The existing street system has three dead-ends – Main Street, Civic Center Boulevard, and Marina Boulevard. ~~Civic Center Boulevard and Marina Boulevard can be linked at their south ends to create a continuous circulation loop.~~ Lotz Way will serve as a major west-east arterial that links Main Street, Civic Center Boulevard, and Marina Boulevard. Main Street can be linked to Civic Center Boulevard via Driftwood Drive, along a multi-use path connection and plaza.

New and improved roadway, bicycle, and pedestrian connections between Downtown Fairfield and the Downtown Waterfront District, in addition to new transit-oriented housing development Downtown, will help to expand the market for existing and future Suisun City businesses, supporting further commercial development in the Waterfront District.

7. ***The Waterfront District needs a cohesive open space system that enhances the pedestrian experience and supports community access.***

Extended out from the waterfront should be a system of paths, tree-lined sidewalks, and promenades that clearly and visibly link to the visitor amenities (dining, lodging, and entertainment) in the Waterfront District and to the neighborhood parks and open spaces throughout the Planning Specific Plan Area. Streets should be designed to provide direct vistas and bike and pedestrian access to the Suisun Channel, Whispering Bay, and neighborhood parks, wherever possible.

8. ***Gateways to the Waterfront District, including from Highway 12SR 12, Railroad Avenue, from the marina, and the train depot should be enhanced to ensure a positive visual-first visual impression.***

The grade separation of Highway 12SR 12 through the Planning Specific Plan Area, existing building development, and underutilized land adjacent to the highway serve as barriers to visual access of the Waterfront District and its beautiful marina, historic Main Street, and train depot. Iconic signage, landscaped gateways, vertical monuments, wall art, and visually compatible infill development along both sides of the highway and rail tracks should mark the entrances to the Waterfront District.



Suisun City's Historic Downtown Waterfront District has...



Safe and convenient circulation and access by foot, bike, or transit; and connections to Downtown Fairfield.



A cohesive open space system of parks and open space, linked by paths, sidewalks, and promenades that extend out from the waterfront.



A landscaped gateway, vertical monuments, and new development marking the entrance into Downtown from Highway SR 12.

Suisun City's Historic Downtown Waterfront District has...



Older commercial and residential structures along Main Street and adjacent neighborhoods that give the place its historic character.

Similarly, vertical monuments, public art, and landscaping should be used to activate the entrances along the marina and boat launch areas. The property at the northwest corner of SR 12 Highway 12 and Marina Boulevard and the property at the southwest corner of Railroad Avenue and Marina Boulevard should incorporate ~~the water tank north of the highway,~~ vertical landscape elements, and vertical architectural design details to demark ~~the northern gateway~~ entry to the Specific Plan Planning Area at Marina Boulevard and Main Street, traveling westbound on Highway SR 12, and Railroad Avenue traveling southbound on Marina Boulevard. These features should be designed to market and draw visitors into the Waterfront District.

9. Development adjacent to the historic residential area should be compatible in scale and architectural themes.

The historic commercial and residential structures along Main Street and the Old Town residential area help to establish the unique character of the Waterfront District. To preserve this legacy, architectural compatibility of new development, gateways, and green space are key themes addressed in the Design ~~Guidelines~~ Standards of this Specific Plan.

10. Where feasible and consistent with building codes, existing buildings should be re-purposed with more economically viable uses that contribute to the vibrancy of the Waterfront District.

Many older structures in the Waterfront District have architectural elements that contribute to the historic character of the street or neighborhood. Those elements and structures should be preserved, to the extent feasible, and ~~are encouraged to~~ be repurposed or renovated to contribute to the unique identity of the Waterfront District and Old Town.



1.4 Specific Plan Goals

The following goals were initiated in the 1983 Specific Plan, included in the 1991, and 1999, and 2016 Plan Amendments, and are being updated-revised in this Specific Plan update to the WDSP.

1. ***Strengthen the economic viability of the historic Old Town, waterfront, adjacent areas, and the city as a whole.***

This is the primary goal of the Specific Plan. A variety of implementation techniques will be required to achieve this goal. Economic viability is achieved through the collective efforts of private sector investment, public planning, management, and ultimately by consumer demand. The waterfront is a unique resource and attraction in central Solano County and, along with the regional commuter service at the train depot, represents one of the best economic development assets in the City. The community must capitalize upon this critical opportunity by ensuring that development in the Waterfront District accommodates the highest possible level of residential, visitor, and commercial activity.

2. ***Facilitate housing development Downtown.***

The City has a tremendous opportunity to expand housing opportunities for existing and future residents Downtown, while also creating many other co-benefits. Compact housing can be more affordable by design, allowing households that might have been previously priced out to relocate to Suisun City. Transit-supportive housing and compact housing that is close to jobs, services, parks, and other destinations can allow more residents to meet their daily needs -without the need for a car, freeing up disposable income that can make housing more affordable or that can be spent at local businesses.

Establishing transit-supportive housing options in Suisun City, but in the Specific Plan Area in particular, would expand the range of housing options, making the City more competitive for attracting employers, many of whom are interested in a diverse and affordable local housing stock. Placing more housing Downtown means more customers for existing and future businesses. Finally, facilitating housing development in areas near transit and destinations will reduce the need for vehicular trips and associated transportation noise, air pollutant emissions, and greenhouse gas emissions, and improves public health by allowing more residents to build physical activity into their daily routines.

2.3. ***Preserve and enhance the area's historic character-of the area.***

Preserving and enhancing the historic character of the Waterfront District is one of the central themes of the development policies of this

Specific Plan. Achieving this goal requires that the water-related early California heritage of Downtown and the residential areas west of Main Street be used to attract investments and consumers to the area.

~~Visitors are naturally attracted to a~~ Areas of historic significance ~~have a natural attraction to people.~~ Reviving the original design and ~~for~~ character of older buildings and historic sites is an essential supplement to the waterfront for attracting consumers from the surrounding area. New development or renovations in Old Town should anticipate and support incremental changes in Downtown, while not losing sight of the features that contribute to its historic character and identity, as addressed in more detail in Chapter 6, “Design ~~Guidelines~~ Standards” of this Specific Plan.

3.4. *Facilitate appropriate water-oriented and economic uses of the Suisun Channel and adjacent land areas.*

In addition to its historic character, Suisun City's other major natural asset is the Channel and the access it provides to San Francisco Bay and Delta waterways, especially as a designated destination on the San Francisco Bay Area Water Trail. Suisun City was founded because these waterways provided a means of transportation from agricultural production to consumer markets in San Francisco. The waterways continue as a significant recreational and commercial resource. ~~In order to~~ To facilitate the use of ~~this resource~~ the Channel, marina and shoreline improvements, ~~as well as~~ and convenient public access, must be provided and maintained. Permanent dredge disposal sites must be ~~maintained, and~~ maintained and managed to ensure the continued viability of the waterfront.

4.5. *Protect and enhance natural open space and recreational amenities of the Suisun Channel and adjoining areas.*

The Suisun Channel and adjoining marsh areas are environmentally sensitive. Development adjacent to these areas must recognize this sensitivity and be designed and located in a way that does not degrade this valuable resource, especially considering climate change. Preserving the environmental integrity of the Channel and marshes will ~~not only~~ enhance wildlife ~~habitat, but~~ habitat and will also contribute to the area's attractiveness ~~of the area for~~ both human habitation and economic use living and working in. ~~These unique resources must be preserved in consideration of the reality of a changed climate.~~

5.6. *Foster participation between the public and private sector in carrying out a program of revitalization for the Planning Specific Plan Area.*

Revitalization and economic development will not occur by the efforts of either the public or private sector ~~s~~ acting alone. The private sector relies on the coordination and assistance of government to ensure that



investment in individual projects makes economic sense in areas where development costs are too great to bear without such assistance.

~~Otherwise, reinvestment will never take place.~~ The public sector relies on private investment to provide the economic activity necessary to carry out ~~its needed overall plan of improvements.~~ Public and private entities can collaborate on a revitalized, vibrant, ~~and,~~ healthy environment for the Specific Plan Area.

1.5 Specific Plan Organization

This WDSP is organized into seven chapters and two appendices, as summarized below.

- Chapter 1, “Introduction”
- Chapter 2, “Existing Uses + Policies”
- Chapter 3, “Land Use Regulations”
- Chapter 4, “Traffic + Circulation”
- Chapter 5, “Open Space + ~~Public Facilities~~ Civic and Services”
- Chapter 6, “Development Standards + Design ~~Guidelines~~ Standards”
- Chapter 7, “Specific Plan Administration”
- Appendix A, “~~Architectural Review, Demolition + Renewal Procedures in the~~ Historic Residential and Historic ~~Limited Commercial Zones~~ Architectural Review, Demolition + Renewal Procedures”
- ~~Appendix B, “Previous Downtown Suisun City Development Plan Figures”~~
- Appendix ~~C~~B, “Waterfront District Specific Plan Financing Plan”
- ~~Appendix D, “Comments on the Draft Specific Plan”~~

~~In addition to the above described materials, the City also had prepared a Priority Development Area (PDA) profile and market analysis, a parking study, and affordable housing evaluation. These documents informed the WDSP and are available for review under separate cover through the Development Services Department.~~



CHAPTER 2 | EXISTING USES + REGULATING PLANS

2.1 Existing Uses

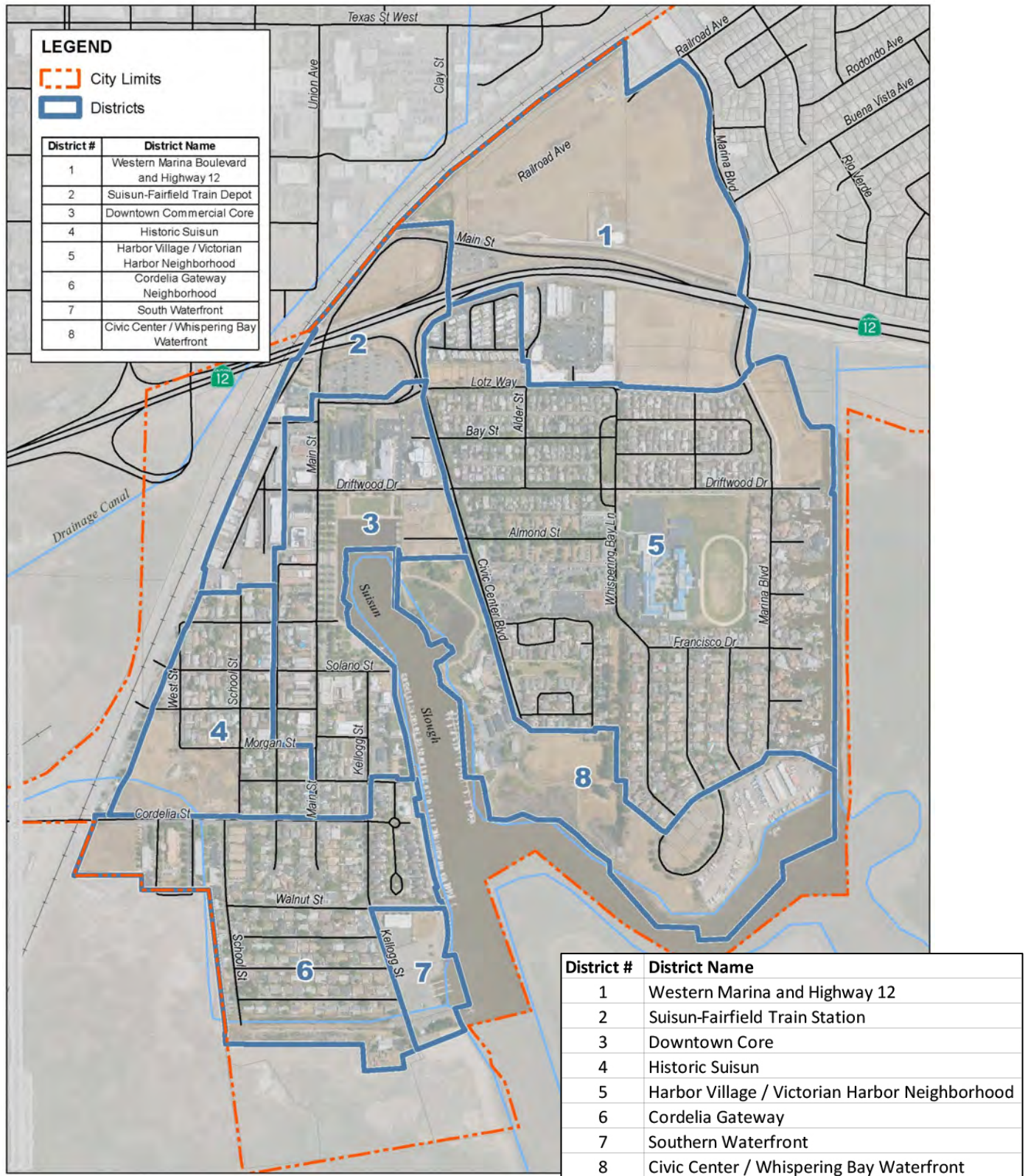
The City of Suisun City is bisected by State Highway 12 (SR 12). North of SR 12 are ~~It consists primarily of~~ residential areas and neighborhood-oriented serving uses. ~~The services north of the highway, and the more historic “Old Town,” and mixed-use waterfront, and mixed-use areas and marsh land~~ marshland in the southern and western portions of the ~~City~~ to are the south and west of the highway. The Waterfront District Specific Plan (WDSP) Area (Planning Specific Plan Area) is centered on the City’s Historic Downtown Waterfront and Old Town areas, located at the head of the Suisun Channel (Figure 2-1). The Planning Specific Plan Area is a ~~mixed-use community, comprised of a mix of retail and services along Main Street;~~ the City’s civic center; ~~the City’s civic center;~~ marina and water-oriented recreation along the Suisun Channel; ~~industrial uses and the Suisun-Fairfield Train Depot along the Union Pacific railroad tracks;~~ a historic residential core west of Main Street; ~~and newer traditionally designed residential neighborhoods along the waterfront and east of the channel.~~ The Suisun Slough and marsh area borders the Specific Plan Area ~~Planning Area~~ to the south and provides access to the natural and scenic resources and recreational activities along the waterways of the Delta and San Francisco Bay. The Specific Plan Area ~~Planning Area~~ also includes a neighborhood shopping center, a mobile home park, and ~~the vacant, commercially-zoned properties north of Highway SR 12.~~

SR 12 ~~providess a highway providing~~ access into the Specific Plan Area ~~Planning Area~~ from an off-ramp at Civic Center Boulevard from eastbound SR 12; ~~an off-ramp at Main Street from westbound SR 12;~~ an at-grade intersection at Marina Boulevard. The main access point into the Specific Plan Area ~~Planning Area~~ from the southwest is from Cordelia Road, which becomes Cordelia Street as it enters the ~~c~~City. The Suisun-Fairfield Train Depot, recreational waterfront, and regional bike trails provide access to the Waterfront District from the ~~City-city~~ of Fairfield, the eastern and northern parts of Suisun City, and the broader region.

2.1.1 Planning Districts

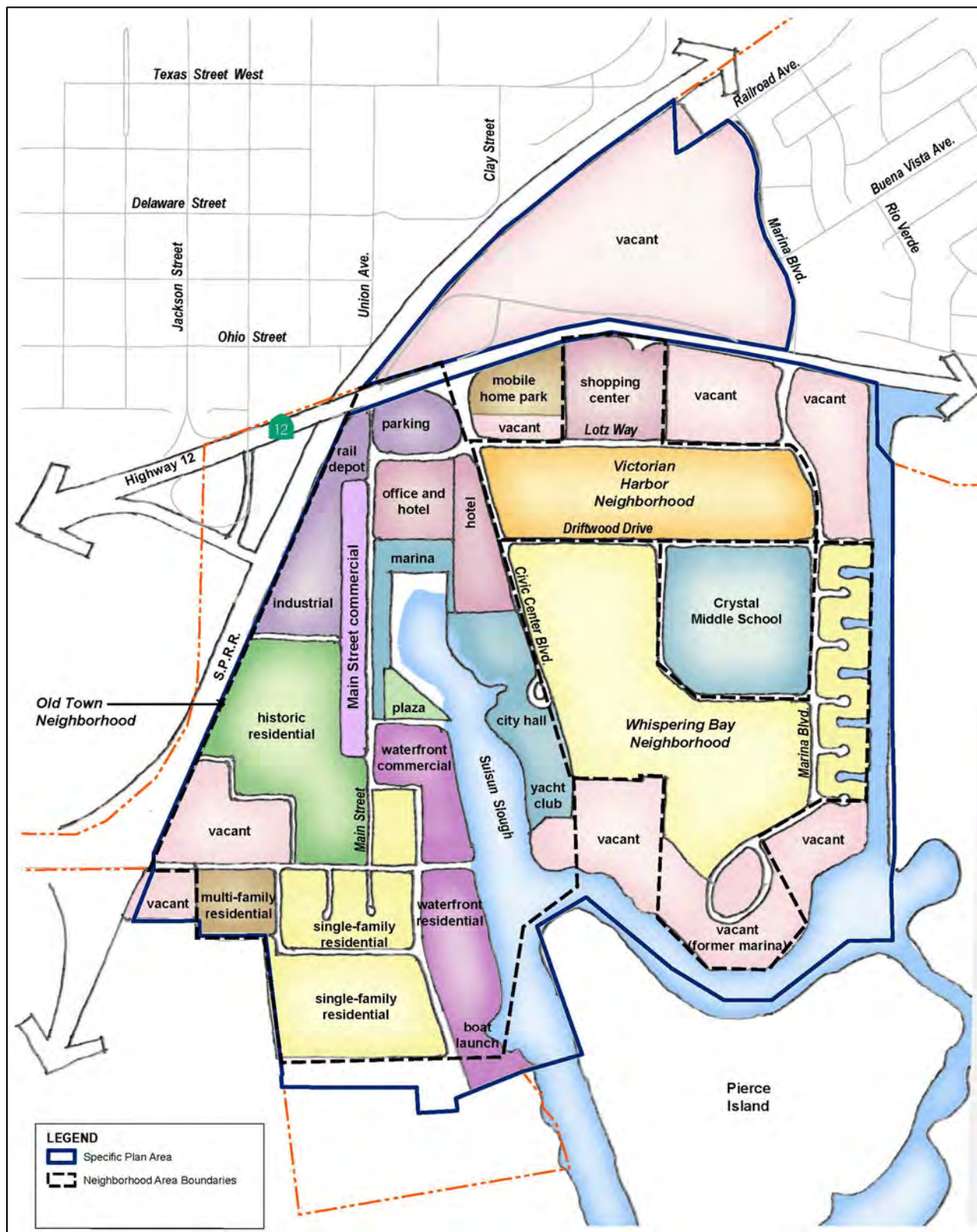
Eight planning districts are identified for the Specific Plan Area ~~Planning Area~~ (Figure 2-1). Figure 2-2 shows a general depiction of existing uses in the Specific Plan Area ~~Planning Area~~.

Figure 2-1: Planning Districts



Source: AECOM 2023

Figure 2-2: Existing Land Uses



Source: AECOM 2023+5

District 1, Western Marina Boulevard and Highway SR 12

District 1 encompasses several large, ~~vacant~~vacant, or underutilized parcels along both sides of SR 12, zoned for ~~commercial~~ development. North of SR 12 is a vacant 30-acre property, bound by the railroad tracks on the west and Marina Boulevard on the east. Uses south of SR 12 ~~and~~, north of Lotz Way include a small shopping center and ~~a~~ vacant commercial parcel between the shopping center and Marina Boulevard. Future development of District 1 should anticipate working cooperatively and collaboratively with the County of Solano and the City of Fairfield to explore opportunities to enhance regional flood controls and ~~storm~~water~~stormwater~~ improvements.

District 2, Suisun-Fairfield Train Depot

District 2, ~~the “Suisun-Fairfield Train Depot” district~~, is anchored by the historic Southern Pacific Company railway depot, located at the northernmost point of Main Street, where the SR 12 overpass crosses the ~~Southern Pacific R~~ railway. Across the street and east of Main Street is a ~~Caltrans-owned~~Caltrans-owned, park-and-ride facility for the depot on Lotz Way. District 2 also includes an undeveloped parcel north of SR 12, along Main Street (commonly referred to as “Denver Curve”); and ~~the~~ industrial properties along Benton Court, west of Main Street that are currently in low-scale light industrial use, as shown in Figure 2-2.



Districts 1 and 2, Existing Site Context

District 3, Downtown Commercial Core

District 3, the “Downtown Commercial Core” consists of the properties immediately surrounding the Suisun Channel, including the marina area, Main Street and Harbor Plaza to the west, One Harbor Center to the north, and the Civic Center area to the east. Main Street, from SR 12 south to Morgan Street, serves as the spine and focal point for the Downtown Commercial Core. Paralleling the Suisun Channel, Main Street provides a reflection back to the historic past when Suisun City was a major shipping port. Along this street are one- and two-story commercial buildings, many of which have both historic and architectural value.

At the north end of the Suisun Channel is the site of the former Sheldon Oil facilities, which has been redeveloped with an informal open space green and plaza areas, referred to as Sheldon Plaza. Between Main and Kellogg Streets and the Suisun Channel, is a mix of commercial and light industrial uses, some related to the marina uses along the waterfront.



District 3 Existing Site Context

District 4, Historic Suisun City

District 4, ~~“Historic Suisun City,”~~ is west of the Main Street commercial area and, consists of the Old Town historic residential neighborhoods and a vacant property previously occupied by the ~~old~~ Crystal Elementary School.



District 4 Existing Site Context

District 5, Harbor Village/Victorian Harbor Neighborhood

District 5, ~~the “Harbor Village/Victorian Harbor Neighborhood”~~ is situated between Lotz Way, the Suisun Slough, Marina Boulevard, and Civic Center Boulevard. This neighborhood consists of single-family residences and multi-family apartment buildings, anchored by the Crystal Middle School. East of Marina Boulevard, north of Driftwood Drive is a vacant property adjoining Suisun Slough.



District 5 Existing Site Context

District 6, Cordelia Gateway Neighborhood

District 6, the “Cordelia Gateway Neighborhood,” is south of the Main Street commercial area and consists of multi-family apartment buildings, a vacant parcel along the railroad tracks, and large single-family lots bordering the marsh land south of the district.

District 7, South Waterfront District

District 7, the “South Waterfront District,” is at the southern edge of the Suisun Channel. At the corner of Walnut Street and Cordelia Street, Kellogg Street is the location of the municipal boat launching facility and parking area.



Districts 6 and 7, Existing Site Context

District 8, Civic Center / Whispering Bay Waterfront

District 8, the “Civic Center / Whispering Bay Waterfront,” includes the civic center area, anchored by City Hall, and the Whispering Bay waterfront, which wraps the southeastern edge of the Planning Specific Plan Area. This district is bordered by Marina Boulevard / Marina Circle and Civic Center Boulevard ~~on to~~ the north. West of Civic Center Boulevard are the City’s administrative offices, the Solano Yacht club, and open space and wetland areas.

This district also includes the former Whispering Bay marina, which was developed in the 1960s as a private marina, with docking facilities. Over the years, the docks and slips ~~have~~ deteriorated and ~~have been~~ were removed. Siltation, ~~and~~ lack of maintenance, and dredging ~~have~~ limited the site to its current use as a surface parking and storage facility. ~~made the facility nonfunctional; thus,~~ The limited utility of the site currently, along with its location within a mile of transit, make ~~making~~ the area along Whispering Bay a key redevelopment and infill opportunity site.

Several undeveloped properties are located on the southern end of the Suisun Channel, near the terminus of Harbor Park Drive and Whispering Bay Lane. Development of these vacant properties and redevelopment of the former marina ~~brings~~ has the potential to provide a circulation connection that joins Marina Boulevard to Civic Center Boulevard.

Across Suisun Slough from the Whispering Bay Neighborhood is Pierce Island, an undeveloped area currently designated as a dredge material disposal site and permanent open space. The island was formerly used for a series of oxidation ponds for sewage treatment.



District 8 Existing Site Context

2.2 Regulating Plans

2.2.1 Suisun City General Plan and Zoning Code

Development in Suisun City must comply with the Suisun City General Plan and Zoning Code. The General Plan ~~specifies~~ establishes goals and policies that are designed to guide development and conservation ~~in~~ throughout the City's Planning Area. The ~~Specific Plan~~ is required by State law to be consistent with the General Plan. The land use designation in the General Plan for the Area is "Downtown Waterfront Specific Plan." ~~(Downtown Waterfront Specific Plan was the former name of the Specific Plan).~~ The WDSP allows development consistent with the land use plan provided in Chapter 3.

The General Plan contains policies and goals relevant to the WDSP Area. Several elements of the General Plan have policies that form a framework for the ~~Planning~~ Specific Plan Area.

General Plan guiding principles that have the greatest general bearing on development in the Specific Plan ~~Planning~~ Area and with which the WDSP must be consistent include the following:

Community Character

1. *Suisun City will strive to enhance the City's authentic, local identity as a vibrant waterfront community.*

- Focus higher-density development and mixed-use projects in areas adjacent to the train/intermodal depot.

Destination Tourism and Entertainment

2. *Suisun City will encourage the development of uses and protection of resources that attract visitors, enhancing the community as a tourism destination.*

- Promote a vibrant downtown that provides both daytime and nighttime activities to attract visitors.
- Provide a variety of high-quality passive and active recreation and leisure activities.
- Promote arts and culture in the community, including theaters, galleries, museums, music venues, and other activities.



Downtown

3. ***Suisun City will continue to develop the Downtown as a vibrant, pedestrian-scaled commercial and entertainment center that reflects our community's unique waterfront character.***
 - Develop the Downtown as the social and cultural heart of the community.
 - Strategically develop the Priority Development Area to provide convenient, attractive housing, shopping, services, and employment in the downtown neighborhood.
 - Provide convenient linkages from the train depot and other regional connectors to bring patrons to the Downtown.
 - Ensure safe and efficient walking, biking, driving, and parking in the Downtown.
 - Foster transit-oriented development around the train/intermodal depot.

Neighborhood Vitality

4. ***Suisun City will ensure that neighborhoods maintain their character and vitality.***
 - Maintain complete, well-designed, and walkable neighborhoods, with places to gather, nearby services, and multimodal access to jobs, recreation, and other community and regional services.
 - Create policies and programs to maintain the character and vitality of neighborhoods.

Quality of Community Life

5. ***Suisun City will foster an inclusive, multigenerational community that is economically and ethnically diverse.***
 - Encourage our community to live, work, and play locally, while supporting social and cultural activities, ~~facilities~~ facilities, and programs.
 - Provide a full-spectrum of activities and services to meet the needs of the entire community, including youth and seniors.

Sustainability

6. ***Suisun City will practice economically, fiscally, and environmentally responsible municipal decision-making to avoid shifting today's cost to future generations.***

- Use sustainable development and land use practices that provide for today's residents and businesses while preserving choices for the community in the future.
- Encourage a healthy living environment.
- Preserve and enhance natural resources and minimize negative environmental impacts.

Transportation

7. *Suisun City will provide choices for attractive, convenient transportation.*

- Design for active pedestrian and bicycle-friendly paths and streets, as well as public spaces.
- Provide transportation alternatives to the automobile, especially capitalizing on the location of the train depot.

2.2.2 San Francisco Bay Plan

The San Francisco Bay Conservation and Development Commission (BCDC) is a state agency created to protect the bay as a natural resource, to guide development, and enhance public access.

BCDC has adopted the *San Francisco Bay Plan*, which includes land use policies that apply to portions of the [Planning Specific Plan](#) Area and areas adjacent to the [Planning Specific Plan](#) Area. The Bay Plan, which was initially adopted by the BCDC in 1968, signed into law by the California Legislature in 1969, ~~and~~ last updated in 2012, ~~and amended in October 2019~~, encompasses the San Francisco, San Pablo, and Suisun Bays and the portions of the Sacramento-San Joaquin Delta as far east as Collinsville.

The ~~objectives of the San Francisco Bay Plan's~~ [objectives](#) are to protect the bay as a great natural resource for the benefit of present and future generations and to develop the bay and its shoreline to their highest potential with the minimum of Bay filling. According to the Bay Plan, filling may only be permitted for water-related purposes that provide substantial public benefits, ports, water-related industrial uses, airports, freeways, bridges, recreational opportunities, wildlife refuges, and public shoreline access.

The Bay Plan also recognizes the value of fish and wildlife resources. Policies have been established to protect and maintain remaining marshes and mudflats, the remaining water volume and surface area of the Bay Region, and adequate ~~fresh water~~[freshwater](#) inflow into the bay. The BCDC has regulatory authority over all uses and development within 100 feet landward of, and parallel to the shoreline of the San Francisco Bay.



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CHAPTER 3 | LAND USE REGULATIONS

This chapter identifies ~~the planning district land use and site concepts and~~ permitted and conditionally permitted uses within each of the residential, commercial, mixed-use, and public facilities/civic/open space land use zones in the Waterfront District Specific Plan (WDSP) Area (Specific Plan Planning Area).

~~Uses that are not listed, but listed but are consistent with the character, and density, and intensity of the land use zone, may be permitted through the Administrative Review process.~~ This Chapter should be referenced in conjunction with Chapter 6, which describes the development standards and design guidelines-standards governing development in the Specific Plan Planning Area, and Chapter 7, which describes the methods for ~~the~~ administering the Specific Plan, including the process for administrative review, conditional use, and temporary use permits.

~~3.1~~ **Proposed**

~~3.2~~ **3.1 Land Use Zones**

Figure 3-1, “Land Use Map,” identifies the proposed land use zones governing development within the Specific Plan Planning Area. These land use zones govern the use of property and shall replace and supersede all previous zoning designations for the Specific Plan Planning Area. ~~Refer to Section 3.3 for a description of the proposed changes to existing uses within the Plan Area.~~

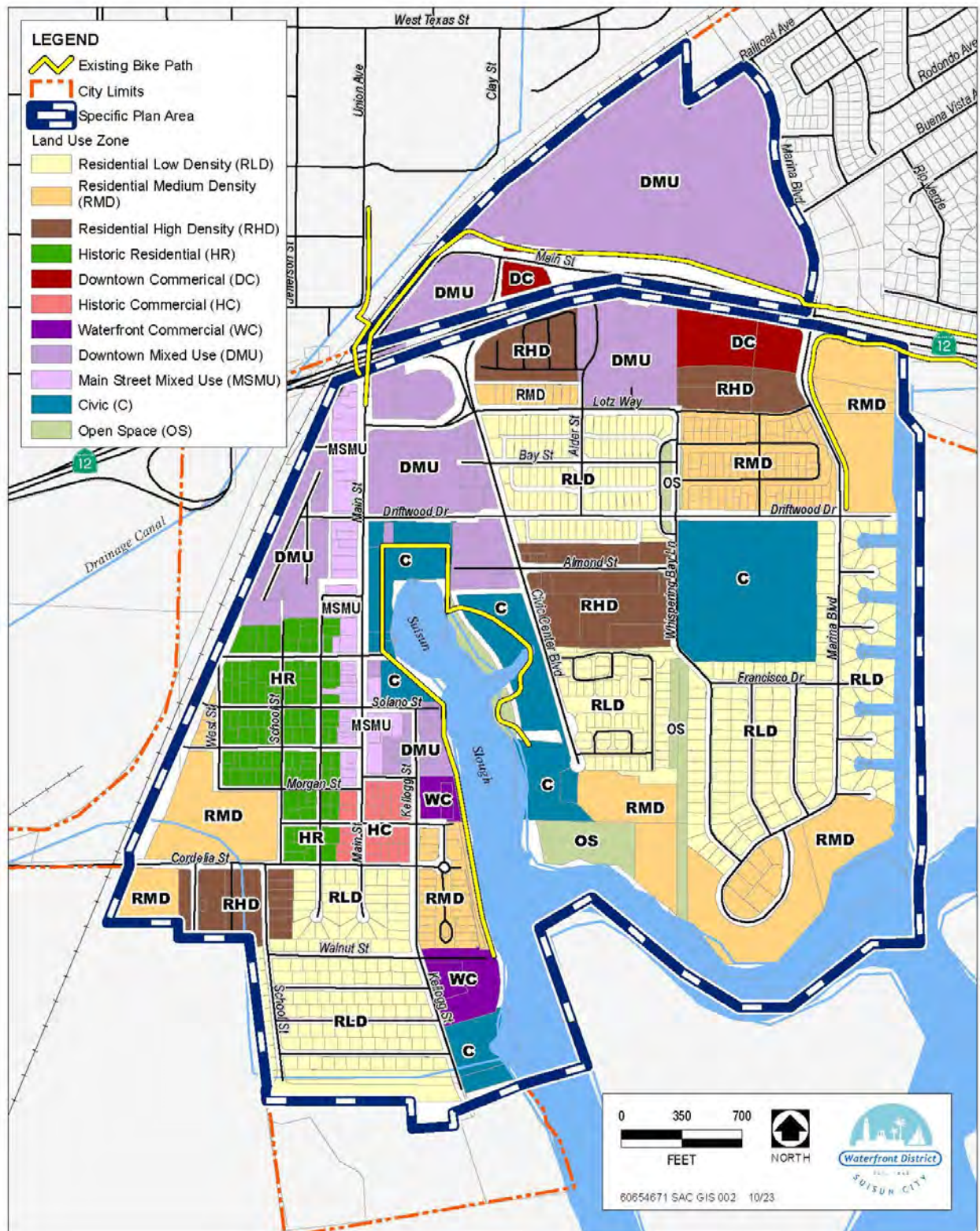
The City’s Development Services Department, Planning Division is responsible for General Plan administration and interpretation ~~of all such policies and regulations of the City’s General Plan~~ and other adopted planning documents, including this Specific Plan and the City’s Zoning Code. ~~Refer to See Section 7.4 for further clarification details on Specific Plan provisions administration in the Specific Plan.~~

~~3.2.1~~ **3.1.1 Residential Zones**

Four residential land use zones are established:

- RLD – Residential Low Density
- RMD – Residential Medium Density
- RHD – Residential High Density
- HR – Historic Residential

Figure 3-1: Land Use Map



Source: AECOM 2023-15

The ~~Specific~~ Plan's RLD, RMD, and RHD zones implement the General Plan's policies governing low-, medium-, and high-density residential development, with densities that are consistent with existing development and the Downtown Waterfront Specific Plan land use designation (the previous name of the Specific Plan).

The HR zone ~~is intended to implement~~ the General Plan's policies for the preservation of ~~the historic character of the Old Town's~~ residential neighborhood historic character.

Existing development that was legal when ~~established, but~~ established but may does not conform to some of the standards in Table 3-1 ~~-through~~ Table 3-4 ~~that follow~~ or other ~~regulations of this~~ Specific Plan regulations shall continue to be permitted to exist in their current state, but shall be subject to the standards for nonconforming uses, addressed in Section 7.5 of this Specific Plan. ~~Refer to Section 7.6.2 outlines for the process for the~~ use permits process, including conditions of approval and findings required to grant use permits, that are applicable to nonconforming uses.

A. Residential Low Density (RLD) Zone

This zone provides for ~~single-family and other~~ lower-density residential development ~~at types between eight (8) and up to~~ twelve (12) dwelling units per net acre.

Table 3-1: Residential Low Density Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family dwelling Duplex, triplex Townhomes Secondary <u>Accessory</u> dwelling units or guest houses Small family day care homes (care for 6 or fewer persons) Small residential care homes (care for 6 or fewer persons) Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Home occupations/Live-work (subject to standards in <u>WDSP</u> Section 3.12.4 of this Specific Plan) Large family day care homes (care for 7 or more persons) Large residential care homes (care for 7 or more persons) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Public/quasi-public use (e.g., community center, school, fire station, library, church) Mobile home park
<ul style="list-style-type: none"> <u>Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval.</u> <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u> 	
<u>Notes:</u>	



~~Special use regulations in the City's Zoning Code shall apply to the Planning Area, unless otherwise noted in Section 3.1.4.~~

B. Residential Medium Density (RMD) Zone

This zone provides for a wide variety of residential development of between 12.1-~~24.94~~ dwelling units per net acre, including detached and attached single-family and multi-family dwellings.

This zone is also intended to allow and encourage some commercial uses along the waterfront, particularly on residential lots with waterfront access. Limited commercial uses on these lots allow for design or conversion of ground floor space for this purpose. A Conditional Use Permit, as addressed in Chapter 7, is required to ensure compatibility of commercial development with the surrounding residential neighborhoods.

The allowed uses in the RMD Zone are intended to be consistent with the Promenade at Delta Cove project. In the case of any conflict between allowable uses in the RMD Zone and the Promenade at Delta Cove project, as addressed in Resolution 2003-57, the Promenade at Delta Cove Design Guidelines shall prevail.

Table 3-2: Residential Medium Density Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Single-family dwelling ▪ Duplex, triplex ▪ Multi-family dwellings (i.e., apartments, condominiums) ▪ Secondary Accessory dwelling units or guest houses ▪ Home occupations/Live-work (subject to standards in Section 3.12.4 of this Specific Plan) ▪ Small family day care homes (caring for 6 or fewer persons) ▪ Small state licensed residential care homes (caring for 6 or fewer persons) ▪ Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Large family day care homes (caring for 7 or more persons) ▪ Large state licensed residential care homes (caring for 7 or more persons) ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor ▪ Mobile home park ▪ Multi-family dwellings (i.e., apartments, condominiums)
<ul style="list-style-type: none"> ▪ Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval</u> ▪ <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u> 	
<p><u>Notes:</u></p> <p>Special use regulations in the City's Zoning Code shall apply to the Planning Area, unless otherwise noted in Section 3.1.4.</p>	



C. Residential High Density (RHD) Zone

This zone provides for a wide variety of multi-family residential development types between 25-54 dwelling units per net acre. This zone is also intended to support high-density infill development in appropriate locations throughout the Planning Area Specific Plan Area, particularly near the Suisun-Fairfield Train Depot.

This zone also allows and encourages some commercial uses to allow for design or conversion of ground floor space for this purpose. A Conditional Use Permit, as addressed in Chapter 7, is required to ensure compatibility of commercial development with surrounding areas.

Table 3-3: Residential High Density Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family attached dwellings Duplex, triplex Multi-family dwellings (i.e., apartments, condominiums) Live-work units Rooming and boarding houses Secondary Accessory dwelling units or guest houses Small family day care homes (caring for 6 or fewer persons) Small state licensed residential care homes (caring for 6 or fewer persons) Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Bed and breakfast inn Home occupations/Live-work (subject to standards in Section 3.12.4 of this Specific Plan) Large family day care homes (caring for 7 or more persons) Large state licensed residential care homes (caring for 7 or more persons) Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Limited commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor Mobile home park
<ul style="list-style-type: none"> Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval</u>. <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u> 	
<p><u>Notes:</u></p> <ul style="list-style-type: none"> <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area, unless otherwise noted in Section 3.1.4.</u> 	



D. Historic Residential (HR) Zone

This zone, along with Main Street and the waterfront, comprise the first area of settlement, which contributed significantly to the culture and development of the City. The HR zone contains ~~a number of~~ **several** historic structures, which are a highly valued part of the City's heritage. The Solano County Landmarks Commission has, through the publication: "Our Lasting Heritage," documented the historical and architectural value of a number of properties in the HR area. Some of these are good examples of earlier architectural styles and exemplify elements of outstanding attention to design, detail, materials, and ~~for~~ craftsmanship.

The Cultural Resources chapter within Volume II, Technical Background Reports of the General Plan ~~Update~~ (adopted in May 2015) lists known cultural resources and contributing resources to the Suisun City Historic District, an area bounded by Sacramento Street to the north, West Street to the west, Cordelia Street to the South, and Kellogg and Main Streets to the east. This district ~~is comprised of~~ 95 contributing buildings, including residences, commercial, and social/religious buildings that have historically been associated with the Downtown Core of the City and retain their integrity.

The specific purpose and intent of the HR zone, as summarized by the following objectives, is to ensure that this area continues as a viable residential neighborhood and ensure the City's cultural heritage, as reflected in its historic structures, sites, and features, is not destroyed.

- Preserve and protect historic structures.
- Preserve and maintain the Historic Residential area embodied in the HR zone as a cohesive neighborhood unit.
- Enhance property values.
- Ensure that the community's cultural heritage, as reflected in the built environment, is not lost.
- Encourage redevelopment of vacant and incompatible structures to develop in accordance with the historic character of the zone.
- Provide for rehabilitation, additions, and modifications to existing structures in a manner that is sensitive to the historic qualities of these structures.

The HR zone applies to the existing Old Town residential neighborhood and is intended to accommodate a mix of single-family homes, duplexes, multi-family dwellings, and compatible non-residential uses that maintain the historic character of the area. This zone permits residential development of between six (6) to eighteen (18) dwelling units per net acre.

No mobile home, as defined by the City Zoning Code, or camping unit, designed to be carried or towed by a motor vehicle, tent, mobile living unit, boat, trailer, or freight van shall be stored in any front or side yard

adjacent to a public street within the HR zone longer than seven (7) consecutive days without obtaining a Temporary Use Permit, as addressed in Chapter 7. Storage beyond the time allotted for a temporary use is prohibited. Manufactured homes must comply with the standards for manufactured homes in Chapter 18.50-54 of the City Zoning Code and with the design ~~guidelines-standards~~ applicable to the HR zone, addressed in Chapter 6 of this Specific Plan.

Refer to Chapter 6 for development standards and Appendix A for special architectural review, demolition, and renewal procedures that apply to the HR zone.

Table 3-4: Historic Residential Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Single-family dwellings ▪ Duplex, triplex ▪ Secondary-Accessory dwelling units or guest houses ▪ Small family day care homes (caring for 6 or fewer persons) ▪ Small state licensed residential care homes (caring for 6 or fewer persons) ▪ Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Home occupations/Live-work (subject to standards in Section 3.12.4 of this Specific Plan) ▪ Large family day care homes (caring for 7 or more persons) ▪ Large state licensed residential care homes (caring for 7 or more persons) ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) ▪ Lodges, fraternal organizations <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Limited commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor ▪ Mobile home park ▪ Multi-family dwellings (i.e., apartments, condominiums)
<ul style="list-style-type: none"> ▪ Any other neighborhood-oriented uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval.</u> ▪ <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u> 	
<p><u>Notes:</u></p> <p>— Special use regulations in the City's Zoning Code shall apply to the Planning Area, unless otherwise noted in Section 3.1.4.</p>	



~~3.2~~ **3.1.2 Commercial Zones**

Six commercial land use zones are established:

- MSMU – Main Street Mixed Use
- ~~C/O/R/DMU – Commercial/Office/Residential Downtown Mixed Use~~
- HLC – Historic ~~Limited~~ Commercial
- DMU – Downtown Mixed Use
- DC – Downtown Commercial
- WC – Waterfront Commercial

A. Main Street Mixed Use (MSMU) Zone

This zone is primarily devoted to preserving and enhancing the mix of retail, entertainment, and destination uses in the Downtown Core. -This Specific Plan is intended to encourage the historic mix of uses, which typically consisted of a retail or personal service business in the ground floor storefront facing Main Street, with small commercial, professional offices or residential uses on the upper floor(s) and behind the Main Street frontage use.

Main Street retailers have traditionally sold a combination of convenience items and services for everyday needs (e.g., butcher, baker, shoe shop) and specialty items, such as clothing, jewelry, gifts and antiques. Restaurants, cafes, and similar eating and entertainment establishments were also commonplace. Large bulk retail businesses, such as furniture sales, automotive, or wholesale uses were generally found only on the fringes of the Downtown, if at all.

Permitted and conditionally permitted uses within this zone are identified in Table 3-5.

~~Businesses and buildings on Main Street are encouraged to face or orient toward Main Street. Buildings on adjacent streets within the Downtown Core should orient to Harbor Plaza and/or the marina.~~

Table 3-5: Main Street Mixed Use Zone Allowed Uses

Permitted Uses ¹	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Art, modeling, music, and/or dance studio ▪ Artist studios; art supply stores ▪ Bed and breakfast inn <u>Lodging services</u> ▪ Business services ▪ Commercial services ▪ Communication services ▪ Community social services ▪ Eating and drinking places ▪ Educational services ▪ Finance, insurance, and real estate offices ▪ General merchandise and hardware store ▪ Movie theater ▪ Optical shop or optometrist ▪ Personal services ▪ Professional or medical offices⁵ ▪ Specialty retail shops³³¹⁷ 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Food and grocery stores ▪ Medical health care facility ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Commercial amusement or entertainment ▪ Drive-through facilities (only north of Driftwood Drive) ▪ Entertainment (i.e., nightclub and bar/lounge) ▪ Furniture stores ▪ Reupholstery and furniture repair; antique refinishing ▪ Residential dwellings²²⁶ ▪ Convenience market <u>(with or without alcohol)</u> ▪ Shops selling age-restricted goods or providing age-restricted services
<p>▪ Any other retail, service, or public/quasi-public uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval.</u></p>	
<p>Notes:</p> <p>1. Permits the same type of residential dwellings as the RHD zone.</p> <p>1. Specialty retail shops are defined as small retail stores with distinctive, one-of-a-kind merchandise, often supplied locally, not including sale of age-restricted goods or providing age-restricted services; retail shops are for to small retail stores that offer distinctive merchandise, typically sourced locally or regionally, and intended to cater more towards destination-type shopping and foot traffic to visitors, rather than primarily serving the local population. Specialty retail shops do not include the sale of age-restricted goods or the provision of age-restricted services.</p> <p><u>2. Permits the same type of residential dwellings as the RHD zone.</u></p> <p><u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u></p>	



~~B. Commercial/Office/Residential (C/O/R) Zone~~

~~C. The C/O/R zone is envisioned to be developed with a mix of uses, including business/professional offices, retail commercial, dining, and entertainment uses. Offices and a hotel have already been established in this zone. Residential uses are also permitted to be developed as a “stand alone” development or as an integrated part of a commercial/office development (e.g., on upper floors over ground floor commercial uses). Because of the unique character of the site and its strategic location, any proposed uses and development for all or any portion of the site must be approved through the Planned Unit Development process, as described in Chapter 7 of this Specific Plan.~~

~~D. Generally, permitted and conditional uses allowed in this zone are the same as those specified in the MSMU zone, described above, and in addition, stand-alone residential projects may comply with the allowed uses specified for the RMD zone. Specific uses, location, layout and character of development shall be established by approval of a Planned Unit Development permit by the Planning Commission and City Council. Notwithstanding the flexibility provided by the PUD process, development standards should generally conform to those provided by the MSMU zone.~~

E.B. Historic Limited Commercial (HC) Zone

This zone applies to the area south of Harbor Plaza facing Main Street and east to Kellogg Street. This area is currently predominantly residential but is expected to gradually convert to commercial and/or office uses, which are compatible with residential uses. Because most of the structures are historic and still occupied by residential uses, any commercial conversions of these structures should preserve the significant historical characteristics of the buildings and avoid adverse impacts to the nearby residences. Therefore, office and commercial uses should be low intensity in nature and occur as conversions, rather than replacement of structures.

Generally, residential and public uses are permitted and commercial/office uses are listed as ~~Conditional~~conditional uUses. Commercial uses for which a valid City business license has been issued, which are existing at the time of adoption of this document are considered to be conforming uses and do not require a Conditional Use Permit to continue. Allowed uses permitted within the HC zone are indicated in Table 3-6.

Table 3-6: Historic ~~LIMITED~~ Commercial Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family dwellings Duplex, triplex Multiple-family dwellings (i.e., apartments, condominiums)¹ Nursing home, rest home, convalescent home Secondary <u>Accessory</u> dwelling units or guest houses Small family day care homes (caring for 6 or fewer persons) Small state licensed residential care homes (caring for 6 or fewer persons) Park, playground Specialty retail shops² 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Bed and breakfast inn Home occupations/Live-work (subject to standards in Section 3.12.4 of this Specific Plan) Large family day care homes (caring for 7 or more persons) Large state licensed residential care homes (caring for 7 or more persons) Neighborhood service use Optical shop or optometrist Personal and business services Professional or medical offices <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Public/quasi-public use (e.g., community center, school, fire station, library, church) Reupholstery, furniture repair; antique refinishing Convenience market Shops selling age-restricted goods or providing age-restricted services
<p>Any other neighborhood-oriented commercial retail, service, or public/quasi-public uses that is <u>are</u> similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval</u>.</p>	
<p>Notes:</p> <p>1. Permits the same type of residential dwellings as the HR zone.</p> <p>2. Specialty retail shops are defined as small retail stores with distinctive, one-of-a-kind merchandise, often supplied locally, not including sale of age-restricted goods or providing age-restricted services.</p> <p><u>Refer also to the performance standards in Chapter 7 for use permit approval requirements in the HC zone.</u></p> <p><u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u></p>	

~~F. Refer also to the performance standards in Chapter 7 for use permit approval requirements in the HLC zone.~~

~~G.C.~~ **Downtown Mixed Use (DMU) Zone**

~~This DMU zone is proposed as a new commercial mixed-use zone, intended to replace the General Commercial and Commercial Service zone designations that are proposed to be phased out in both the General Plan Update, adopted in 2015 and the Zoning Code Update, planned for adoption in 2016.~~ This zone allows a mix of retail, commercial service, civic, office, and other complementary non-residential uses, as well as higher-density residential development. Allowed uses permitted within the DMU zone are indicated in Table 3-7.

Table 3-7: Downtown Mixed Use Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Antique shop Art, modeling, music, and/or dance studio Artist studios; art supply stores Bed and breakfast inn <u>Lodging services</u> Business services Clothing and costume stores Commercial services Communication services Community social services Eating and drinking places¹ Educational services Finance, insurance, and real estate Food and grocery stores General merchandise and hardware store Medical health care facility <u>Medical and veterinary services</u> Theater (i.e., motion picture or live) Optical shop or optometrist Personal services Professional or medical offices Specialty retail shops^{1,2} <u>Single-family dwellings</u> <u>Duplex, triplex</u> <u>Multiple-family dwellings (i.e., apartments, condominiums)</u> <u>Accessory dwelling units or guest houses</u> Residential dwellings² 	<p>Administrative Review:</p> <ul style="list-style-type: none"> <u>Public/quasi-public use</u> (e.g., community center, school, fire station, library, church) <u>Structured parking</u> <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Commercial amusement or entertainment Commercial retail or services greater than 40,000 square feet Drive-through facilities (only north of Driftwood Drive) Entertainment (i.e., nightclub and bar/lounge) Furniture stores Hospital Reupholstery and furniture repair; antique refinishing Convenience market Shops selling age-restricted goods or providing age-restricted services
<ul style="list-style-type: none"> Any other retail, service, public/quasi-public, or residential uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval.</u> 	
<p>Notes:</p> <p>Includes distillery, brewery, and winery uses.</p> <p>¹ Specialty retail shops are defined as small retail stores with distinctive merchandise, often supplied locally or with a local theme, not including sale of age-restricted goods or providing age-restricted services.</p> <p>² <u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4. Permits the same type of residential dwellings permitted in the RHD zone.</u></p>	

H-D. Downtown Commercial (DC) Zone

This DC zone is proposed as a new commercial zone to replace the General Commercial and Commercial Service zone designations that are proposed to be phased out in the 2035 General Plan and future Zoning Code update. This zone is intended to accommodate primarily retail and commercial services, but also allows complementary office, civic, and recreational uses. Allowed uses permitted within the DC zone are shown in Table 3-8.

Table 3-8: Downtown Commercial Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Art, modeling, music, and/or dance studio ▪ Auto parts, sales, without repair ▪ Business services ▪ Commercial services ▪ Communication services ▪ Community social services ▪ Drive-through facilities ▪ Dry cleaning, laundry ▪ Eating and drinking places ▪ Educational services ▪ Entertainment (i.e., nightclub and bar/lounge) ▪ Food and grocery stores ▪ Finance, insurance, and real estate offices ▪ General retail and merchandise stores ▪ Medical health care facility ▪ Optical shop or optometrist ▪ Lodge, fraternal organization or club ▪ Parks and open space ▪ Personal services ▪ Professional or medical offices ▪ Theater (i.e., motion picture or live) ▪ Specialty retail shops¹ 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Commercial amusement or entertainment ▪ Hospital ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Automotive service and repair ▪ Manufacturing uses greater than 5,000 square feet ▪ Research and development and laboratory facilities ▪ Wholesale or warehouse facilities, as an incidental use ▪ Corporation yard, as an incidental use ▪ Convenience market ▪ Shops selling age-restricted goods or providing age-restricted services.
<p>Any other retail, service, public/quasi-public, or residential uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above <u>shall be subject to the same level of review and approval.</u></p>	
<p>Notes:</p> <p><u>1.</u> Specialty retail shops are defined as small retail stores with distinctive merchandise, often supplied locally or with a local theme, not including sale of age-restricted goods or providing age-restricted services.</p>	



~~1.2. Special use regulations in the City's Zoning Code shall apply to the Planning Area~~
~~Special use regulations in the City's Zoning Code shall apply to~~
~~the Planning Area, unless otherwise noted in Section 3.1.4.~~

I.E. Waterfront Commercial (WC) Zone

This WC zone is located behind or to the east of Harbor Plaza, adjacent to the waterfront and marina. This zone also exists south of the RM zone and north of the City boat launch. Because of its proximity to both the marina and Main Street, this area is expected to accommodate elements of both Main Street retail and related uses, as well as uses which are needed to serve the marina and boat owners or are required by their nature to be located adjacent to the Waterfront.

Table 3-9: Waterfront Commercial Zone Allowed Uses

Permitted Uses	Conditionally Permitted Uses
<ul style="list-style-type: none"> Uses as permitted within the Main Street Mixed Use zone (<u>outlined in Table 3-5, above</u>) Boat equipment sales, supplies, and marine products and accessories Boat and marine sales and services, where service is accessory to the sales operation Marina, public access, and related public facilities <u>Sales of recreational vehicles only</u> Sales of products for boating and water recreation activities Water-oriented commercial, entertainment, and similar uses that are connected to the water or related to water-related activities 	<p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Boat repair and service, not accessory to a sales operation Boat storage Manufacture/assembly of boating products Gas sales for boat use only Convenience market Shops selling age-restricted goods or providing age-restricted services
<p><u>Any other retail, service, public/quasi-public uses similar in nature, function, and operations to the permitted and conditionally permitted uses listed above shall be subject to the same level of review and approval.</u></p> <p><u>Special use regulations in the City's Zoning Code shall apply to the Planning Area Specific Plan Area, unless otherwise noted in Section 3.1.4.</u></p>	



3.2~~3.1.3~~ Public Facilities~~Civic~~/Open Space Zones

Public facilities~~Civic~~ and open space land use zones to be established include:

- ~~PFC~~ – ~~Civic~~Public Facilities
- OS – Open Space

The allowed uses within each of these zones follow in Table 3-10 and Table 3-11. Chapter 5 provides a more detailed description of the parks and open space concepts and facilities envisioned within the ~~Planning Area~~Specific Plan Area.

A. ~~Public Facilities~~ ~~Civic~~ (PFC) Zone

The Land Use Map designates locations of existing and planned ~~public civic~~ facilities. Existing facilities include the public marina, schools, neighborhood parks, common parking areas, and the Civic Center. The ~~PF-C~~ zone is intended to accommodate a variety of facilities, including but not limited to: parks, schools, civic facilities, parking, and trails provided for the recreation or service of the community.

Table 3-10: PUBLIC FACILITIES Civic Zone Allowed Uses	
Permitted Uses ¹	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Parks and <u>publicly accessible open space</u>common greens ▪ <u>Public plaza area</u> ▪ Recreational facilities ▪ Public and private marinas, including guest docks, boat launches, and related facilities ▪ Uses occurring on a floating vessel moored in the water within or adjacent to the marina (e.g., conference facilities, restaurant, nightclub or cabaret, and other entertainment uses) ▪ Social or recreational center, club, or lodge ▪ Parking and transportation facilities 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Any other uses which are similar in nature, function, or operation to permitted uses listed. <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Any other uses in which the Planning Division, Planning Commission, or City Council on appeal finds to be consistent with the intent of the zone, subject to certain conditions or restrictions.
<p>▪ Any other public/quasi-public or recreational uses, similar in nature, function, and operations to the permitted uses listed above <u>shall be subject to the same level of review and approval.</u></p> <p><u>Special use regulations in the City's Zoning Code shall apply to the PlanningSpecific Plan Area, unless otherwise noted in Section 3.1.4</u></p>	

B. Open Space (OS) Zone

The Land Use Map also designates the location for open space within the Planning Area Specific Plan Area. This district is intended to accommodate a variety of passive recreational and open space facilities, including wetland and natural areas to remain open/undeveloped, drainage areas, and waterfront trails/promenades.

Table 3-11: <u>Open Space Zone Allowed Uses</u>		
<u>Permitted Uses</u>		<u>Administrative Review and Conditionally Permitted Uses</u>
<ul style="list-style-type: none"> ▪ <u>Open/undeveloped natural areas and wetlands</u> ▪ <u>Resource protection and restoration</u> ▪ <u>Resource related recreation</u> ▪ <u>Minerals or natural minerals removal</u> 		<u>Administrative Review:</u> <ul style="list-style-type: none"> ▪ <u>Agricultural uses</u> ▪ <u>Parks</u> ▪ <u>Nursery, plants</u> ▪ <u>Campground</u> ▪ <u>Any other uses which are similar in nature, function, or operation to permitted uses listed.</u> <u>Conditionally Permitted:</u> <ul style="list-style-type: none"> ▪ <u>Any other uses in which the Planning Division, Planning Commission, or City Council on appeal finds to be consistent with the intent of the zone, subject to certain conditions or restrictions.</u>
<ul style="list-style-type: none"> ▪ <u>Any other public/quasi-public or recreational uses, similar in nature, function, and operations to the permitted uses listed above shall be subject to the same level of review and approval.</u> <u>Special use regulations in the City's Zoning Code shall apply to the Planning Specific Plan Area, unless otherwise noted in Section 3.1.4.</u>		



3.2.43.1.4 Special Use Regulations

Special use regulations in the City's Zoning Code shall apply to the ~~Planning Area~~Specific Plan Area, unless otherwise noted.

- Live-work development shall be permitted in accordance with the regulations in Zoning Code Chapter 18.52 ~~of the City Zoning Code~~.
- Home occupations shall comply with the standards in Zoning Code Chapter 18.50 ~~of the City Zoning Code~~, except the following activities may be exempt from these requirements, provided all other criteria for home occupations are met. ~~▪~~
 - Newspaper clipping service;
 - In-home sales, provided no stock in trade is kept at the licensed address;
 - Mail order services where no stock in trade is kept on the premises;
 - Music lessons, tutoring, and similar activities, when only one student is present at any one time;
 - The workplace of an artist;
 - Janitorial services; and
 - Laundry and tailoring services.



Live-work example in the Delta Landing neighborhood

3.3 ~~District and Opportunity Area Concepts~~

The Planning Area has been organized into eight distinct planning districts, as identified in Chapter 2, that serve as a framework for the proposed land use updates in this Plan. The land use and site development vision for each of these planning districts and the key opportunity areas within these districts are shown in Figure 3-2 and summarized in Table 3-11 that follows.

Figure 3-2 District and Opportunity Area Land Use Concept

Source: AECOM 2015

**TABLE 3-11: Specific Plan District Features and Opportunity Areas**

Specific Plan District Features	Opportunity Area Land Use Concept
District 1: Western Marina Boulevard and Highway 12	
<ul style="list-style-type: none"> ■ Consists of: <ul style="list-style-type: none"> — Opportunity Area E, a 30-acre commercial property north of Highway 12 and west of Marina Boulevard; and — Opportunity Area F, currently occupied by an aging shopping center and several vacant parcels. ■ Proposed extension and realignment of Railroad Avenue to align with the on-ramp to Highway 12 and new roadway network designed to connect with surrounding area roadways, including a potential connection across the railroad tracks to the City of Fairfield. ■ New bicycle trail network to connect with the Central County Bikeway, traveling along the north side of Highway 12 (see Figure 3-1). ■ New landscaped entry gateway features along Highway 12, advertising Downtown. 	<ul style="list-style-type: none"> ■ Opportunity Area E is designated for Downtown Commercial uses and envisioned as a walkable, mixed-use, commercial and entertainment district. ■ Opportunity Area F is designated for Downtown Commercial and High Density Residential uses, to permit a variety of neighborhood retail and service uses and high density multi-family housing development.
District 2: Suisun-Fairfield Train Station	
<ul style="list-style-type: none"> ■ Consists of: <ul style="list-style-type: none"> — Opportunity Area B, an industrial area adjacent to the railroad tracks; and — Opportunity Area C, which includes the historic train depot and park-and-ride surface parking lot south of Highway 12 and the Denver Curve property, north of Highway 12. ■ Building reuse and industrial-themed design opportunities within Opportunity Area B. ■ Proposed Highway 12 interchange improvements at the Webster and Jackson Street exit that includes a new roadway connection south of Highway 12 crossing the railroad tracks into the plan area and connecting with a new segment of Railroad Avenue that will parallel the railroad tracks. 	<ul style="list-style-type: none"> ■ Opportunity Area B is designated for Downtown Mixed Use development, allowing for a variety of commercial or service uses on the ground floor and housing or offices above. ■ Opportunity Area C is designated for Downtown Mixed Use development, intended to support stand-alone, high-density residential uses that provide housing close to the train depot or high-density housing in a mixed-use development. The area is also intended to replace the park and ride lot with a parking structure and mixed-use development that may include a visitor information center, specialty retail shops, neighborhood services, and residential common space on the ground floor; while high-density housing is provided above.

TABLE 3.11: Specific Plan District Features and Opportunity Areas

Specific Plan District Features	Opportunity Area Land Use Concept
District 3: Downtown Core	
<ul style="list-style-type: none"> ■ Consists of: <ul style="list-style-type: none"> — Opportunity Area D, the properties along both sides of Main Street; and — Opportunity Area J, which includes the vacant properties to the east of the Suisun Channel and south of One Harbor Drive. ■ Preservation and enhancement of the traditional Downtown and waterfront character ■ Uses oriented to the waterfront, with pathways extending to and connecting to the adjacent waterfront trails/promenade 	<ul style="list-style-type: none"> ■ Opportunity Area D is designated as Main Street Mixed Use, west of Main Street and includes Public Facilities, Downtown Mixed Use, and C/O/R uses east of Main Street. ■ Main Street is envisioned for new infill development, façade improvements, and rehabilitation of historic structures, consistent with the traditional forms and character already present in the district; as well as, streetscape enhancements, including new planting areas, sidewalks, and pedestrian amenities along the west side of Main Street. ■ Opportunity Area J is designated for C/O/R uses, such as a small hotel and additional new residential development, compatible in scale to residential uses east of Civic Center Boulevard and designed to orient to and take advantage of waterfront views.
District 4: Historic Suisun City	
<ul style="list-style-type: none"> ■ Consists of the largely developed historic residential portion of Suisun City and the site of the former Crystal Middle School. ■ New development to preserve the historic resources, mix of architectural styles, residential scale, and distinct character of the Old Town neighborhood. 	<ul style="list-style-type: none"> ■ Opportunity Area A is designated for medium density housing that would be compatible with the scale and character of the surrounding historic residential neighborhood area.
District 5: Harbor Village / Victorian Harbor Neighborhood	
<ul style="list-style-type: none"> ■ Consists of the more recently established residential area, east of Civic Center Boulevard and a vacant opportunity site (Opportunity Area G) on the southeast corner of Lotz Way and Marina Boulevard. ■ New development to be compatible with the traditional neighborhood forms and residential character established in the area and to connect with adjacent recreational trails. 	<ul style="list-style-type: none"> ■ Opportunity Area G is designated for medium density housing, with opportunities for units to face onto Marina Boulevard and the waterfront, open space, and recreational trail connections available along the Suisun Slough.

**TABLE 3.11: Specific Plan District Features and Opportunity Areas**

Specific Plan District Features	Opportunity Area Land Use Concept
District 6: Cordelia Gateway	
<ul style="list-style-type: none"> Consists of the residential neighborhood area south of Cordelia Street and Opportunity Area A. Cordelia Street is a secondary gateway into Downtown Suisun City. 	<ul style="list-style-type: none"> Opportunity Area A is designated for medium density housing that would be compatible with the scale and character of the surrounding neighborhood area.
District 7: Southern Waterfront	
<ul style="list-style-type: none"> Consists of the waterfront area, located at the existing City boat launch facility. Development concepts for this area were explored in the <i>Southern Waterfront Design Report</i>. 	<ul style="list-style-type: none"> Envisioned to continue to serve as a boat launch facility, enhanced with the addition of marine-related uses, boating activities, and recreational and entertainment uses that take advantage of the area's access to the water.
District 8: Civic Center / Whispering Bay Waterfront	
<ul style="list-style-type: none"> Consists of the waterfront parcels on the southeast end of the Suisun Slough, which includes the Suisun City Civic Center, yacht club, preserved wetland and open space areas, and vacant parcels within Opportunity Area H. New linear open space and trails proposed along the Whispering Bay waterfront and along the western edge of the drainage channel, south of Whispering Bay Lane (to connect with and extend from the promenade/waterfront trails that currently terminate at the Civic Center and to other City-designated bikeways). 	<ul style="list-style-type: none"> Opportunity Area H is designated for medium density residential development and open space that provides the opportunity for a waterfront residential community, with unique views and recreational access to the waterfront.



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~~Proposed Land Use Changes~~

~~This Plan is intended to guide land use change; revisions to circulation, parks, open space, and public facilities; and include additional property compared to the 1999 Specific Plan. Previous plans for the Planning Area are provided in Appendix B, "Early Specific Plan Figures."~~

For most of the Planning Area, the City does not anticipate substantial land-use change. During the process of providing this update, the City facilitated a focused discussion on land use and design within key “opportunity areas” that have the potential to accommodate new development (see Figure 3-3). Proposed land-use and site-development changes for each of the opportunity areas are summarized below:

Reconfiguration of the Marina Areas. The original 1983 Specific Plan called for approximately 400 boat slips in four marina areas: including on the west side of the channel, the northeastern corner at the head of the channel, the northeast side of Pierce Island, and at the eastern portion of the Whispering Bay area. The 1999 Specific Plan envisioned reconfiguration of the marina areas, with boat slips proposed adjacent to the Whispering Bay site (Site A on Figure B-2) and along the west and north sides of the main channel, where the land would be excavated and the channel dredged). The proposed marina on Pierce Island was never constructed and the marina along Whispering Bay has been removed. Currently, boat slips exist along the southwestern portion of the Suisun Channel.



Additional Sites Incorporated Into the Specific Plan Area. Two opportunity areas to be added to the Specific Plan are shown within Areas C and Areas E on Figure 3-2. Both properties—the “Denver-ton Curve” property and “30-acre” property—are located north of Highway 12 and are currently zoned General Commercial. The Denver-ton Curve property in Area C can accommodate housing opportunities, supporting ridership along the Capitol Corridor. Area E is envisioned to develop as a mixed-use area with easy access to and from Downtown Suisun City, as well as the city of Fairfield.

Whispering Bay. The 1983 Specific Plan designated Area H for medium-density housing and marina and marina services (Site A, Figure B-2). The 1999 Specific Plan Amendment proposed low-density residential uses, envisioned to be programmed with 48 single-family units to be placed on 6,400-square-foot lots, with a waterfront street, marina slips, and parking. This Specific Plan Update envisions Area H for medium-density residential development, with homes fronting Whispering Bay, a new street connecting Marina Bay and Civic Center Boulevards and extension of the marina promenade/trail along the Whispering Bay waterfront.

Figure 3-3: Illustrative Site Concept Plan



Expansion of the Boat Launch Facilities and Marine-Related Services. Area I (Site H on Figure B-2) was designated in the 1983 Specific Plan for marina industry, marina slips, and a park. The 1999 Specific Plan designates this area for 70 condominiums and public access to the waterfront, along with marina slips. The 1999 Specific Plan calls for this site to be used to expand the City's existing boat ramp.

Existing land uses consist of both marine and non-marine related service and industrial operations with outdoor storage. The southern portions of the site include the marine sales/services building and two concrete boat launch ramps. This Specific Plan Update designates the northern portions of this site for Waterfront Commercial—allowing a wide range of water-related and water-oriented uses. The southern portion of the site, containing the boat ramps, is proposed to be designated Public Facilities—anticipating continued public water access and boating-related facilities.

Additional Housing. A variety of additional housing densities and types is supported throughout the Planning Area, including low-density, single-family residential homes in Area G; medium-density residential opportunities in Areas A and H and portions of Area J; and higher-density residential in Areas C and F. Additionally, upper-story residential development is encouraged within the mixed-use, multi-story buildings along Main Street (Area D) and in Areas B and C, adjacent to the Downtown Commercial Core.



Refinements to the Placement of Proposed Land Uses at the Sheldon Oil Site. Area J (referenced as Site F in the 1999 Specific Plan) was the location of an oil distribution and storage business known as the Sheldon Oil Company. The 1983 Specific Plan designated this area as Medium Density Residential, marina, water related commercial, specialty retail/office, and public access to the water. The 1999 Plan proposes approximately the same type of retail, commercial and residential uses, with additional marina slips (both public and private).

Since the development of earlier plans, there has been substantial excavation and removal of the existing oil storage tanks, the previously existing one-story office building, and truck service facilities. The site is currently occupied by the 4-story hotel and a three-story Class A office building north of Driftwood Drive. A waterfront promenade and common green space is located between Driftwood Drive and the northern end of the Suisun Channel. The eastern portions of the site remain undeveloped and are proposed to be designated C/O/R, with the potential to be developed with commercial, office, retail, a hotel, and housing uses.

Intermodal Transportation Center. The area just south of where the railroad passes under Highway 12 (Site E in Appendix B-2) is the site of the historic train depot and several commercial buildings that date from the 1960s. The historic depot has been renovated as an intercity rail station for the Capitol Corridor intercity rail line. The site has been renovated to include an intermodal transportation center and related ticketing and waiting area, in both new and existing buildings. Transportation modes served by the station include intercity bus, local transit, and van/car pools. Existing land use designations and the proposed land use designation of the site as mixed-use accommodates both the public intermodal facility and related commercial uses.

Pierce Island. The northern portion of Pierce Island (Area J in Appendix B-2) was designated by the 1983 Specific Plan for the disposal of dredge material with eventual development as resort hotels, recreational facilities, marina and related commercial uses. A road to link the island with the mainland was proposed. The 1999 Specific Plan designates the island as a dredge material disposal site and open space. An area of 35 acres has been permitted by both federal and State authorities to serve as a disposal site for dredge material. 35 acres of the island has been turned into tidal wetlands and will remain as permanent Open Space. The remaining four acres consist of levees and an equipment staging area on the north end of the island. No additional changes from the 1999 Specific Plan are proposed for this site.



Expansion of the Old Town—Historic Residential and Commercial Area. As shown on Figure B-2, the 1983 Specific Plan Land Use Designations concentrated on the areas fronting on Main and Kellogg Streets. In Appendix B-2, commercial/retail spaces in these areas were proposed to be rehabilitated in keeping with the historic character of the area; however, the entire area of the existing Old Town residential and commercial district (Area K) was added to the Planning Area. A new bypass road from north of Driftwood Drive to Cordelia Street, parallel to the railroad tracks was proposed to improve circulation within the area. This Specific Plan Update proposes to focus on several major opportunity areas for change within the Old Town area, including Area A, the former Crystal Elementary School site; Area B mixed-use redevelopment of the industrial properties around Benton Court; and Area D, infill and redevelopment opportunities along Main Street. Other parts of the Old Town area have been developed or are more established and provide less opportunity for change.

CHAPTER 4 | TRAFFIC + CIRCULATION

4.1 Vehicular Access

4.1.1 Regional Vehicular Access

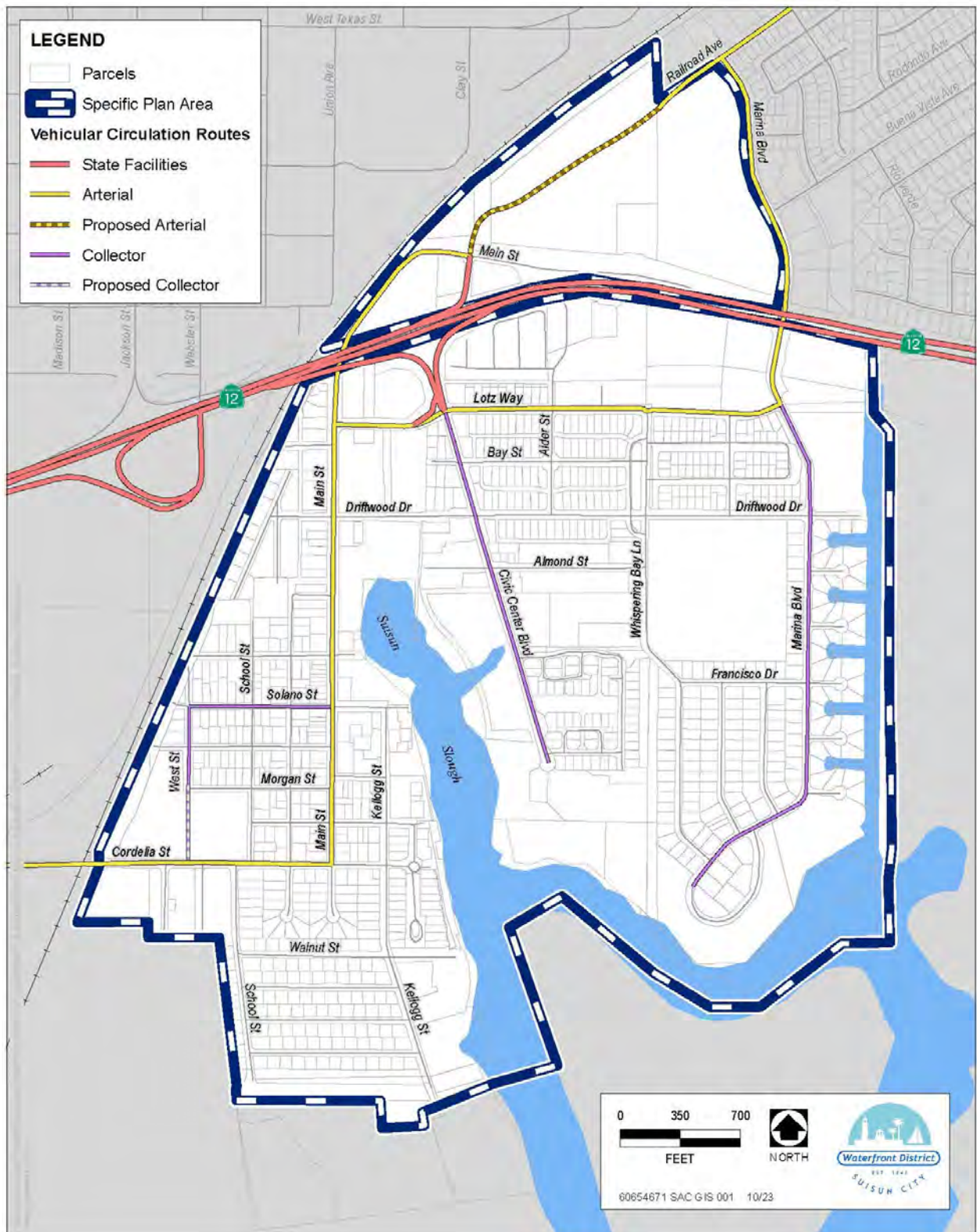
Regional access to the Waterfront District Specific Plan (WDSP) Area (~~Planning Specific Plan~~ Area) is shown in Figure 4-11. Although access from the east and west appears adequate, access to the Waterfront District from the north is hindered by the highway. ~~In order to~~ To access the ~~Specific Plan Planning~~ Area, most drivers must get on ~~State Route~~ Highway 12 (~~Highway SR~~ 12) and use the Civic Center Boulevard exit if they are traveling eastbound or the Main Street exit if they are traveling westbound. As an alternative route, drivers can use the at-grade intersections at Pennsylvania Avenue to the west, entering Suisun City via Cordelia Street or at Marina Boulevard to the east.

- ~~State Route~~ **SR 12** is a four-lane, ~~east-west oriented~~ highway east of Marina Boulevard in the vicinity of ~~near that provides access for Suisun City~~. It runs east-west in the vicinity of Suisun City and connects to Interstate 80 about two miles to the west. Near Suisun City, it has two at-grade intersections; with Marina Boulevard and ~~with~~ Pennsylvania Avenue.
- **Cordelia Street** is ~~a~~ two-lane rural arterial roadway that runs east-west from Interstate 80 to the west and to Main Street to the east. It is ~~generally relatively~~ narrow, with gravel shoulders. As it approaches Suisun City's Old Town area, it is designated as Cordelia Street and is wider, with ~~on-street~~ parking lanes and sidewalks. ~~Cordelia Street is designated by the Circulation Element of the General Plan as a four-lane arterial between Pennsylvania Avenue and Main Street.~~

4.1.2 Local Vehicular Access

Within and adjacent to the ~~Specific Plan Planning~~ Area, existing and planned ~~new~~ vehicular access roadways are shown in Figure 4-1, by their proposed classification as either ~~an~~ expressway, arterial, collector, or local street. Primary ~~roadway street~~ segments in the ~~Specific Plan Planning~~ Area are briefly summarized in the bullets that follow.

Figure 4-14-1: Vehicular Circulation Network



Source: Metropolitan Transportation Commission, AECOM, 2012

- **Main Street** is a two-lane arterial that runs north-south through the historic commercial area. Commercial land uses and on-street parking line each side of the street. The northern terminus of Main Street links with the SR 12 westbound on- and off-ramps. To the south, it connects with Cordelia Street.
- **Civic Center Boulevard** is a two-lane divided collector street with a landscaped median that generally runs north-south from its interchange with SR 12 to a cul-de-sac just south of City Hall. ~~Civic Center Boulevard is envisioned to be extended to the southeast within the context of new development and connected with Marina Boulevard.~~
- **Driftwood Drive** is a two-lane local collector ~~roadway~~ that ~~currently serves as a main east-west street~~ is oriented east to west, connecting. It extends between Marina Boulevard and Civic Center Boulevard ~~and between~~ with Main Street and Benton Court.
- **Lotz Way** is a two-lane, east-west arterial ~~roadway~~ that extends from Main Street to Marina Boulevard. West of Civic Center Boulevard, Lotz Way serves as an arterial link between Main Street and the SR 12 eastbound on and off-ramps. East of Civic Center Boulevard, Lotz Way operates as an arterial street to its present terminus at Marina Boulevard.
- **Marina Boulevard** is an arterial/collector ~~roadway~~ that runs from Railroad Avenue north of SR 12 to the marina neighborhoods adjacent to Suisun Slough. Marina Boulevard has an at-grade, signalized intersection with SR 12. It is four lanes wide north of SR 12 and two lanes wide, with bike lanes, south of SR 12. ~~On its southern end, Marina Boulevard is envisioned to connect with Civic Center Boulevard in the context of new development.~~
- **Railroad Avenue** is an arterial ~~roadway~~ that runs from Sunset Avenue and terminates just west of Marina Boulevard. It is a four-lane roadway with a median and bike lanes, east of Birchwood Court. West of this, Railroad Avenue is a wide, two-lane roadway, with bike lanes and on-street parking. West of the current terminus of Railroad Avenue, the ~~roadway-street~~ is planned to continue to the west as a future four-lane arterial ~~roadway~~ to connect with the extension of Main Street/Denverton Road.

4.1.3 Planned Vehicular Circulation Improvements

~~A new freeway off-ramp connection and new roadways~~ As the Specific Plan Area continues to develop, new multi-modal facilities will ~~are proposed to complete and enhance the vehicular circulation network in the WDSP Planning Area, as identified below.~~ The timing and construction of these projects will be dependent on available grant

funding, Capital Improvement Program budgeting, and ~~for~~ private development applications.

~~Proposed~~ Circulation system improvements are indicated by dashed lines in Figure 4-1. Street sections for typical ~~roadways~~ streets in the Specific Plan Area are provided in Figures 4-2 through 4-8.

- ~~▪ The California Department of Transportation (Caltrans) plans a new freeway off-ramp connection into the Old Town area from SR-12, at the Webster Street exit. The freeway off-ramp, south of Highway 12, would be extended into the Planning Area to connect with a new collector roadway.~~
- A new collector is proposed ~~to run parallel~~ and to and the east of the railroad line, between Spring Street and Cordelia Street (called “Old Town Bypass” in the 1999 Specific Plan).
- Streetscape improvements along Main Street, particularly to update the west side of Main Street (Figure 4-2).
- New ~~roadways~~ streets to serve the 30-acre commercial property, north of SR-12 to include:
 - Extension of Railroad Avenue, west of Marina Boulevard to the extension of Main Street/Denverton Road as a four-lane divided ~~roadway~~ street with bike lanes (Figure 4-3).
 - ~~Extension of Buena Vista Avenue as an east-west commercial main street, with a~~ An at-grade crossing of the railroad tracks, to connect with Clay Street in Fairfield ~~(Figure 4-4).~~
- Improvements or enhancements to existing Downtown arterial and collector streets to support safe multimodal travel and access (Figures 4-5 ~~4~~ and through 4-66).
- ~~▪ A collector roadway to join and connect the southern termini of Civic Center and Marina Boulevards (Figure 4-7).~~
- New local neighborhood roadways and alleys to connect and serve new residential and mixed-uses development within opportunity sites in the Specific Plan ~~Planning~~ Area (Figure 4-8 ~~7~~ and 4-89).

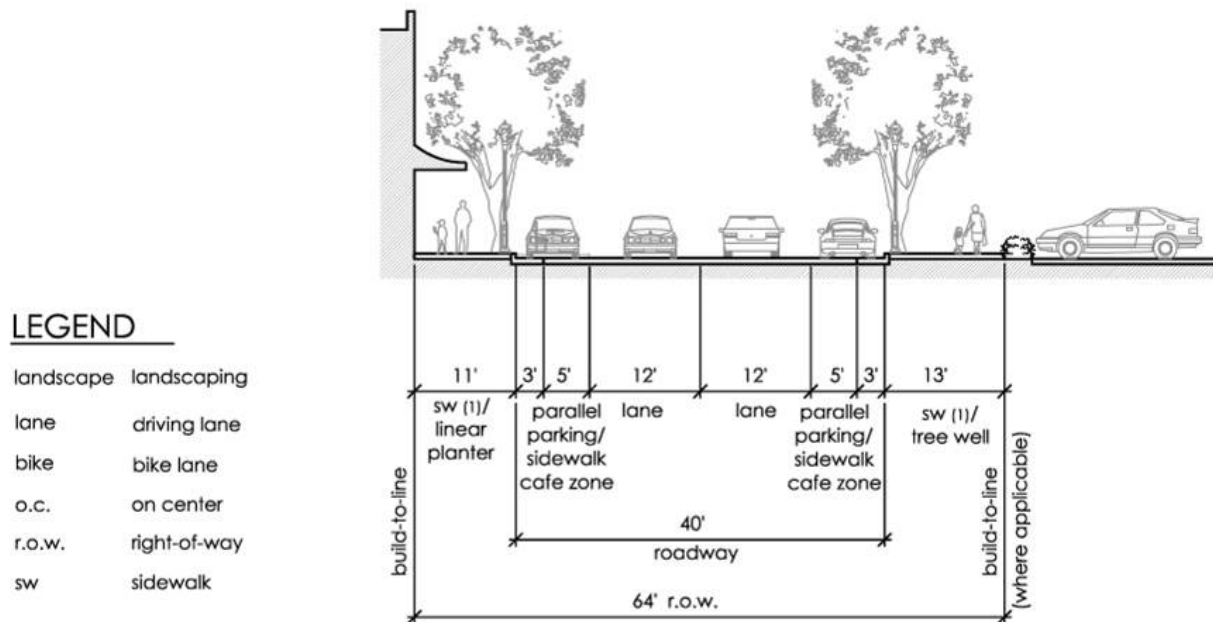
4.1.4 Roadway Design Standards

The City's Standard Specifications document provides construction specifications for public streets. Planned arterial, collector, and local streets, including Main Street, shall be governed by the Specific Plan standards and typical sections that follow in this chapter. Where a conflict arises, the Specific Plan standards will control. Exceptions to these standards may be granted by the Development Services Director, where a different solution may be needed due to property constraints or to enhance pedestrian, bicycle, or transit safety and ~~connections~~ convenience.



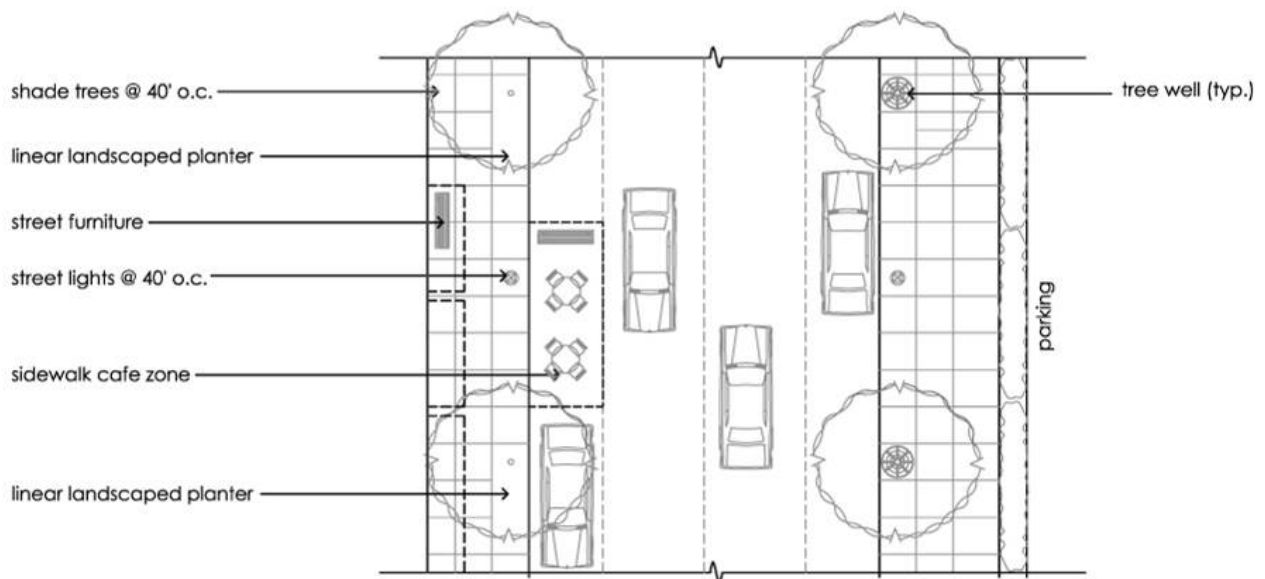
Entry treatments walls, landscaping, and related streetscape or frontage improvements are further addressed in the development and design standards and design guidelines in Chapter 6.

Figure 4-24-2: Typical Main Street Section and Plan Detail



Notes:

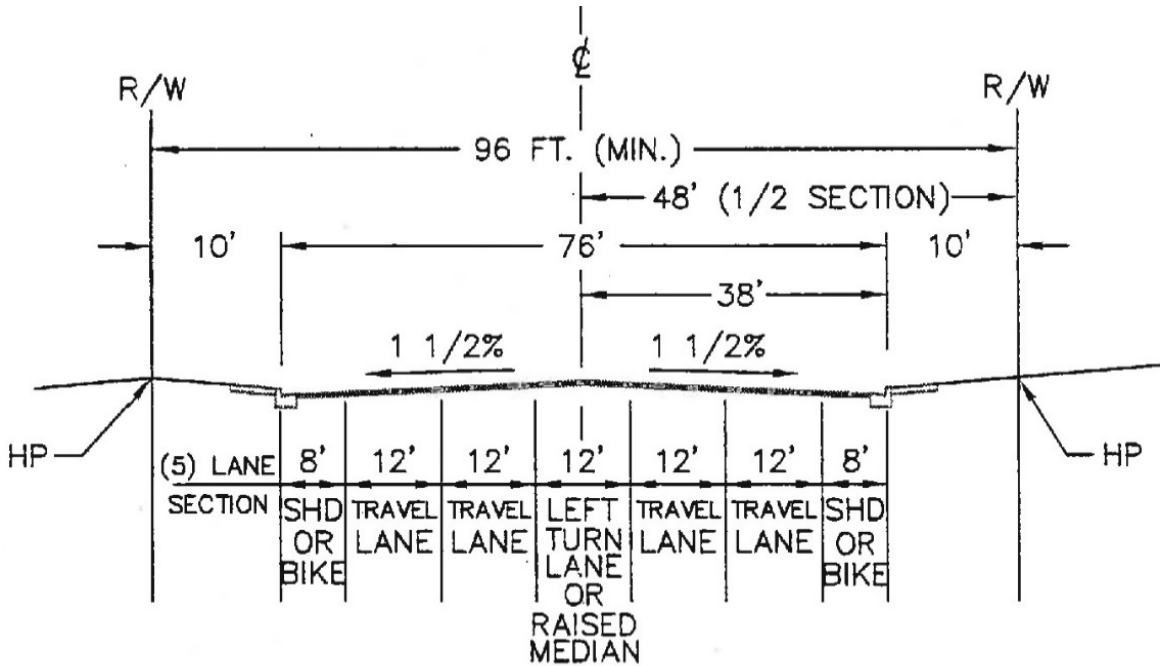
(1) Sidewalks fronting commercial developments shall maintain a min. 6-foot wide clearance for pedestrian traffic.



|



Figure 4-34-3: Arterial Street on 30-acre Property (Railroad Avenue)



Railroad Avenue at full buildout will include four lanes (two in each direction), two bicycle lanes of at least five feet in width in each direction and may include other streetscape elements, as well. Please see designs on file with the City Public Works Department. The proposed right-of-way is 96 feet.

Figure 4-4: **Typical Collector Street on 30-acre Property (Buena Vista Avenue)**

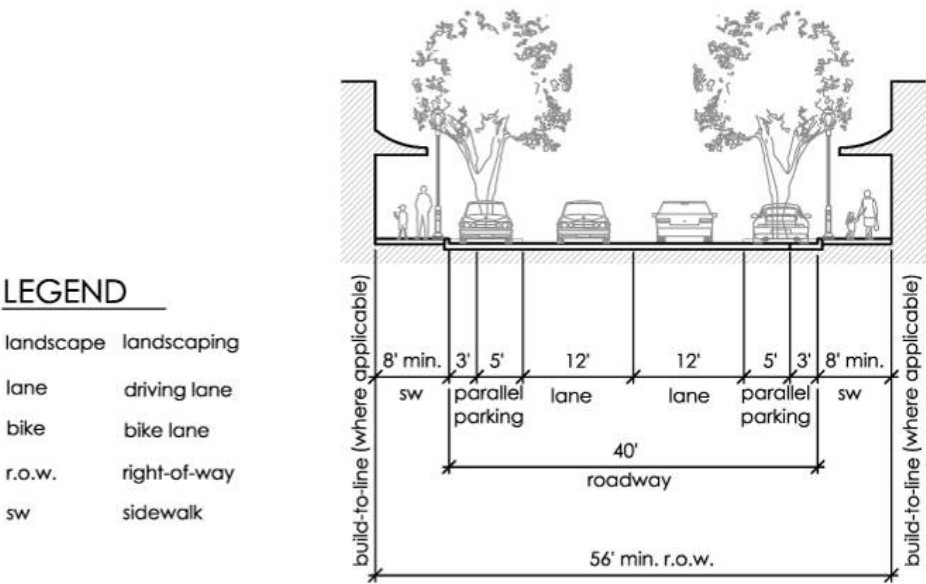


Figure 4-5: **Typical Downtown Neighborhood Arterial Street**

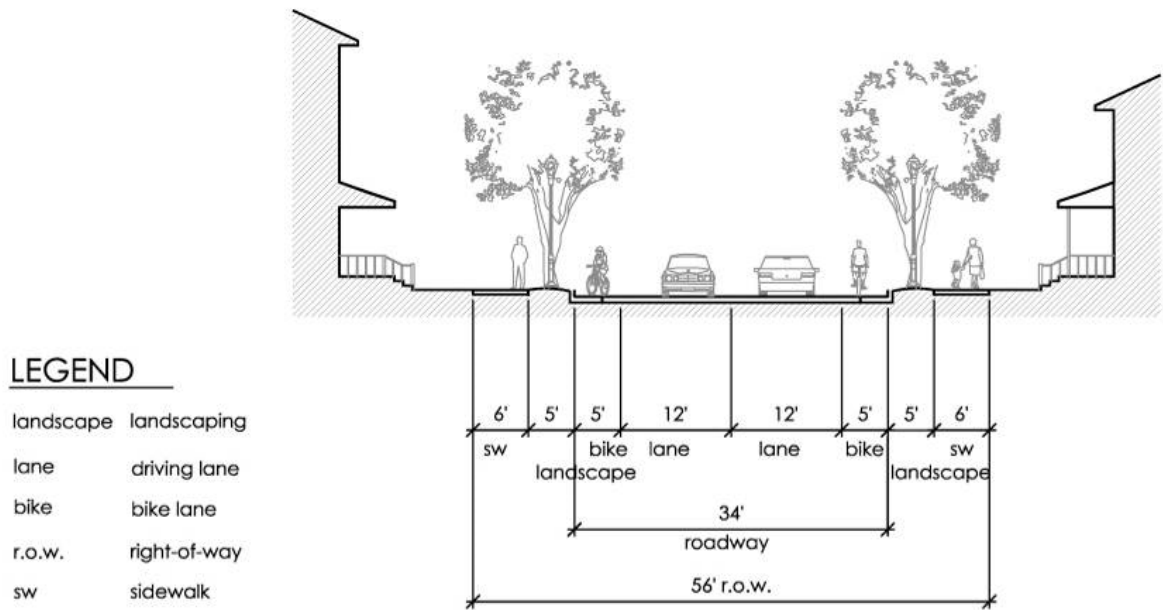


Figure 4-64-6: Typical Downtown Neighborhood Collector Street (Parking on One or Both Sides)

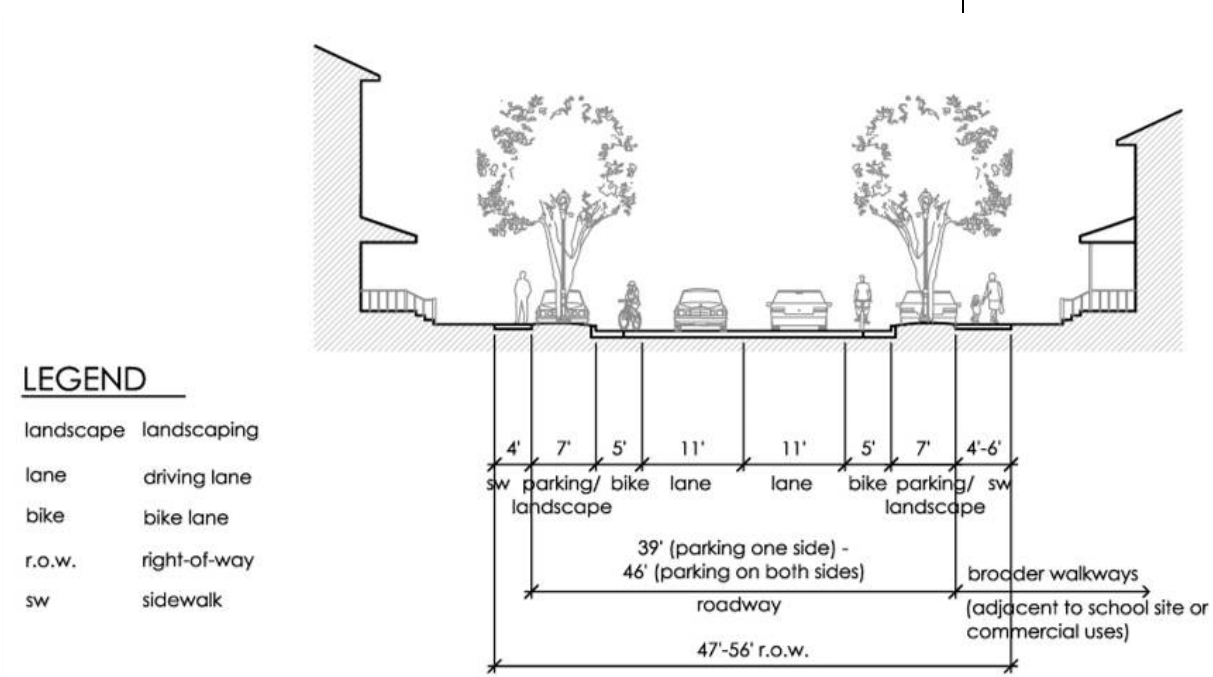


Figure 4-7: Typical Local Street (Parking on One or Both Sides)

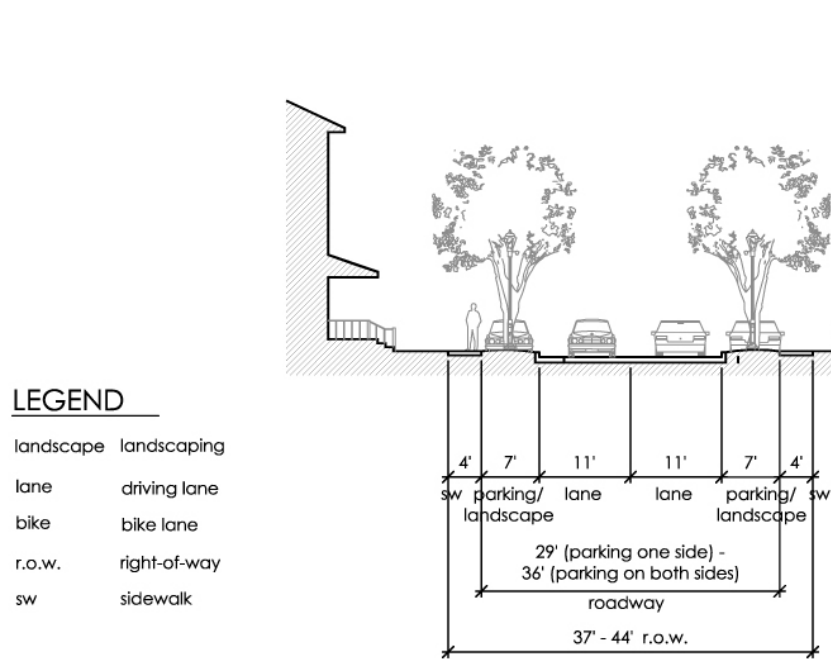


Figure 4-8: Typical Alley

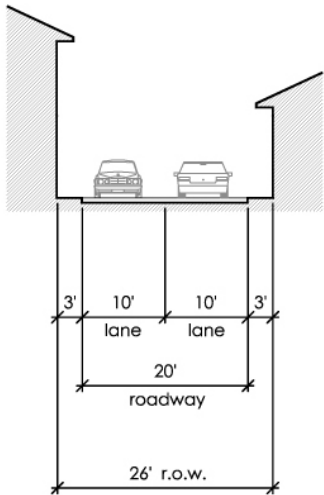


Figure 4-7: Civic Center / Marina Boulevard along Whispering Bay

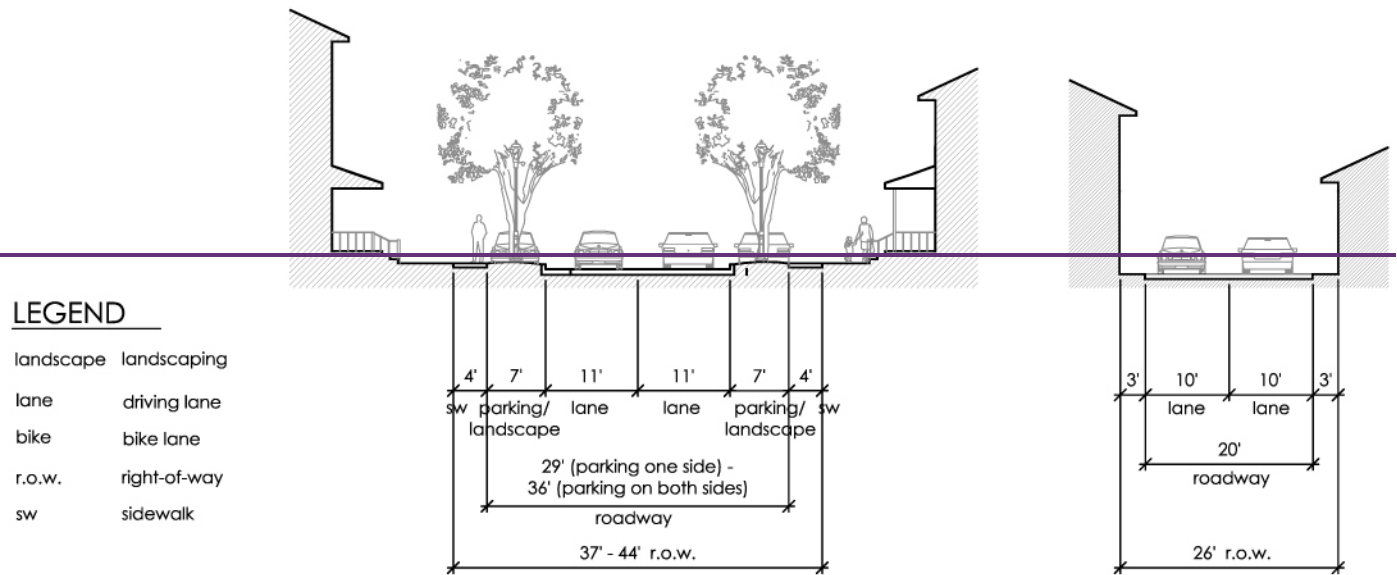
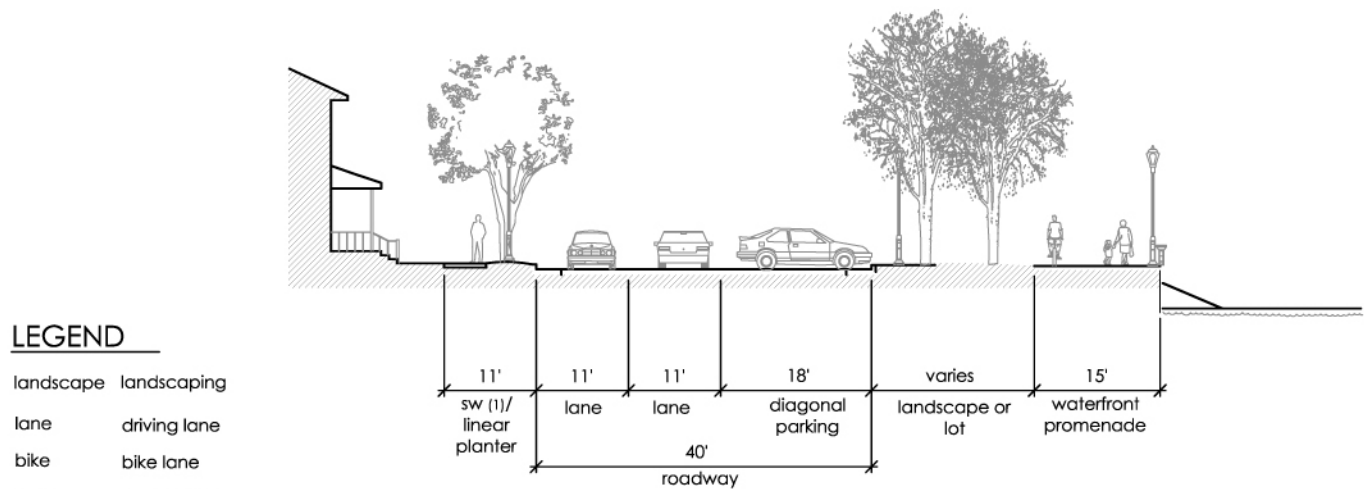


Figure 4-7: Typical Local Street (Parking on One or Both Sides)Figure 4-8: Typical Alley

Figure 4-8: Typical Alley

Source: AECOM 2015



General Circulation Standards

1. All public streets shall connect into the larger circulation pattern. Block lengths ~~of shall be~~ 300 feet or less, ~~are encouraged.~~ The use of cul-de-sacs shall ~~be minimized; not be permitted.~~
2. Gateway islands or pedestrian refuges provided at the entrance of a neighborhood, neck downs at intersections, and other traffic control devices ~~should~~ shall be utilized to slow traffic through residential neighborhoods and facilitate safe pedestrian crossings. Gateway islands ~~are encouraged~~ shall be used for neighborhood or commercial streets that intersect with Civic Center and Marina Boulevards.

A. Commercial Streets and Main Street

1. Sidewalks along commercial streets ~~should~~ shall to support outdoor activities, such as seating and dining. Sidewalks adjacent to seating and dining areas must leave five (5) feet or more of vacant sidewalk space between the edge and the curb to provide adequate pedestrian circulation.
2. Sidewalks adjacent to storefronts along Main Street and around Harbor Plaza ~~should~~ shall be a minimum of ten (10) feet wide in order to allow adequate space for trees, light fixtures, pedestrian movements, window shopping, and cafe seating.
3. Sidewalks that are not along Main Street or around the Harbor Plaza shall be a minimum width of five (5) feet and a minimum width of ~~eight~~ ten ~~(8)~~ (10) feet when landscape planters or tree wells are incorporated and attached to the sidewalk. ~~Sidewalk widths of 10 feet or greater is recommended to allow adequate room for trees, lights, and two people to walk side-by-side.~~
4. Consistent street trees and light fixtures ~~should~~ shall be utilized on Main Street, Lotz Way, and all side streets intersecting Main Street and around Harbor Plaza and the Suisun-Fairfield train depot. Trees ~~should~~ shall be planted at intervals of forty (40) feet or less; ~~and~~ selected for characteristics that include proven durability in street environments; branching at heights greater than fifteen (15) feet; have light, feathery leafing; and allow for ease of maintenance. Storefronts must maintain transparent windows that allow visibility into the store ~~Visibility to storefronts from the street is imperative.~~ Light fixtures ~~should~~ shall include attachments for banners and planters. Fixtures ~~should~~ shall be high-pressure sodium vapor for the best rendition of natural colors.
5. Sidewalk cafes, ~~where applied~~ along Main Street, shall be permitted to extend into the parking zone with an conditional use ~~administrative review~~ permit. (Figure 4-2).

6. Driftwood Drive between Main Street and Civic Center Boulevard ~~should~~ **shall** be redesigned as a limited access street, allowing for closure with bollards at times of peak pedestrian utilization. Textured paving materials (such as brick or pavers) which slow vehicular traffic are required.

B. Residential Streets

1. All WDSP arterial and collector rights-of-way shall be a maximum of sixty-five (65) feet. Right-of-way widths of ~~fifty~~ **(50)** feet or less are allowed if off-street parking lots or alleys provide alternative parking options and vehicular access to lots.
2. Streets with rear-loaded lots should have a ~~roadway~~ **street** width adequate to allow for parking bays, alternating on one side of the street and increased landscaping in wider planting areas.
3. For developments ~~s~~ within ~~areas~~ **the opportunity areas**, identified in ~~Figure 3-24-9~~ **Figure 4-9**, streets shall have a minimum planting width of five (5) feet, a minimum parking bay width of ~~seven~~ **(7)** feet, and minimum sidewalk width of five (5) feet. There ~~should~~ **shall** be continuity of landscaping within planting areas, with trees regularly spaced. Street lighting should not exceed twenty (20) feet in height to maintain a pedestrian scale.
4. Streets ~~should~~ ~~shall~~ **shall** be oriented towards the waterfront ~~whenever possible~~, in order to provide both public access and views from the street to the water.

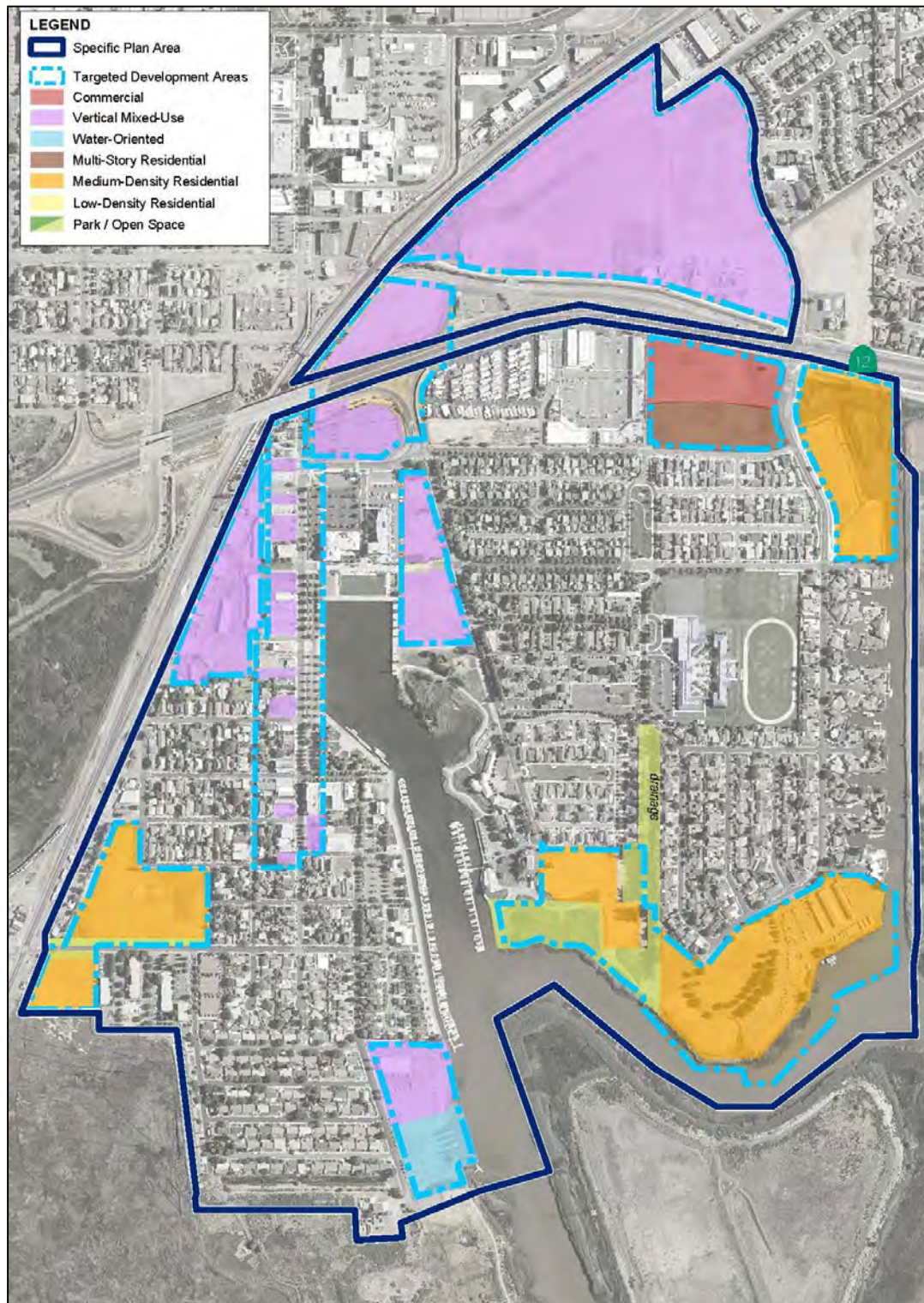
C. Motor Courts/Alleys

1. ~~Motor courts or alleys, which provide rear loaded access to lots, are encouraged required for new developments in order to reduce the amount of curb cuts devoted to driveways and garage frontage along a neighborhood street.~~
2. ~~Motor court or alley rights-of-way shall be a minimum width of twenty (20) feet, in order to accommodate vehicles. Landscape areas along each side of the right-of-way must be a minimum of three (3) feet.~~

4.1.5 Parking

~~An existing 265-space Caltrans park-and-ride lot is located adjacent to the train depot, with access from Lotz Way. Several public parking lots exist, including lots alongside the Main Street promenade, adjacent to the waterfront, between Driftwood Drive and Solano Street. This lot was primarily designed to serve the marina; however, the spaces can also serve smaller, infill retail uses on the west side of Main Street. A common parking area currently exists adjacent to Harbor Plaza. Smaller parking areas also exist adjacent to the waterfront, south of Harbor Plaza.~~

Figure 4-9: Targeted Development Areas



C. Motor Courts/Alleys

1. Motor courts or alleys, which provide rear-loaded access to lots, are required for new developments in order to reduce the amount of curb cuts devoted to driveways and garage frontage along a neighborhood street.
2. Motor court or alley rights-of-way shall be a minimum width of twenty (20) feet, in order to accommodate vehicles. Landscape areas along each side of the right-of-way must be a minimum of three (3) feet.

4.1.5 Parking

An existing 265-space Caltrans park-and-ride lot is located adjacent to the train depot, with access from Lotz Way. Several public parking lots exist, including lots alongside the Main Street promenade, adjacent to the waterfront, between Driftwood Drive and Solano Street. A common parking area currently exists adjacent to Harbor Plaza. Smaller parking areas also exist adjacent to the waterfront, south of Harbor Plaza.

New development in the Specific Plan Planning Area shall be required to provide parking in accordance with the parking standards provided in Section 6. 5.4. Parking concepts for the Planning Area propose The City encourages new shared parking areas, associated with the development of the opportunity areas, as suggested in the Opportunity Area Plan concepts shown in Figure 3-3 to serve new development, particularly infill development on relatively smaller parcels. On Use of on-street parking is also encouraged, where feasible should be maximized.

Commercial and mixed-use development in the Specific Plan Planning Area, south of Highway SR 12, would provide

parking on-site through a combination of surface parking lots and parking garages and garages below podium level decks. Parking for new residential development is proposed to be accommodated through a combination of surface, garage, and tuck under parking configuration. Parking to serve commercial development on the 30-acre property, north of Highway 12, is proposed to consist of a combination of on-street parking, shared surface parking lots, and parking garages.



4.2 Public Transportation

4.2.1 Rail Transportation

The main line of the Union Pacific Railroad runs along the western border of Suisun City, carrying both commuter rail and freight rail traffic. There are approximately 40 to 50 trains per day on this rail line through the City.⁺

Regional commuter T trains stop at the depot between Main Street and the tracks. Rehabilitated in 1992, to also include a new landscape courtyard in front of the station, the depot structure is currently used as the Capitol Corridor waiting area. Ticketing and baggage services are not provided at the station. East of Main Street and north of Lotz Way is a 265-space “Park-n-Ride” lot owned by CALTANS Caltrans. This lot is used by both rail passengers and visitors to Specific Plan Area Downtown Waterfront District.

The existing train depot is a multimodal facility, with parking and drop-off areas to accommodate vanpools, taxi services, fixed-route bus service (both as a stop and a transfer point between bus routes), intercity and commuter bus service, and intercity rail service.

4.2.2 Water Transportation

Suisun Channel provides water access to the Old Town area and surrounding neighborhoods. There are approximately 155 existing boat slips adjacent to the Channel. There are approximately 100 parking spaces for vehicles with trailers at the boat ramp in the South Waterfront district, with an additional adjacent lot, which primarily serves the Peytonia Slough Ecological Reserve.

Existing boat use in the Channel is described as moderate, with peak periods occurring during the summer months and on weekends. Various existing marinas on the east side of Main Street, one public boat launch facility and public guest docks provide access to the Channel. Channel navigation is regulated by the City's Police Department, which maintains a part-time harbor patrol, consisting of one officer on an as-needed basis.

⁺—According to the City of Fairfield's Fairfield Train Station Specific Plan Environmental Impact Report and Suisun City's General Plan Noise and Vibration Background Report. Train traffic varies according to shipping demand for shipping.

4.3 Bike and Pedestrian Circulation

4.3.1 Bike and Pedestrian Facilities

With the relatively compact development pattern with buildings primarily built close the front property line, the grid and modified grid transportation network, the lack of overly wide streets, and other features, the Specific Plan Area is a relatively bicycle- and pedestrian-friendly area.

Existing bike routes within the Specific Plan Planning Area consist of:

- Class I bike trails, including the bike/pedestrian promenade circling the Suisun Channel; the Central County Bikeway Trail along the drainage canal north of Highway 12; and a bike/pedestrian trail along the east side of Marina Boulevard, north of Driftwood Drive and south of Highway SR 12 on the Grizzly Island Trail that connects from the Specific Plan Area to Grizzly Island Road.
- Class II on-street bike lanes on Driftwood Drive, between Whispering Bay Lane and Marina Boulevard.

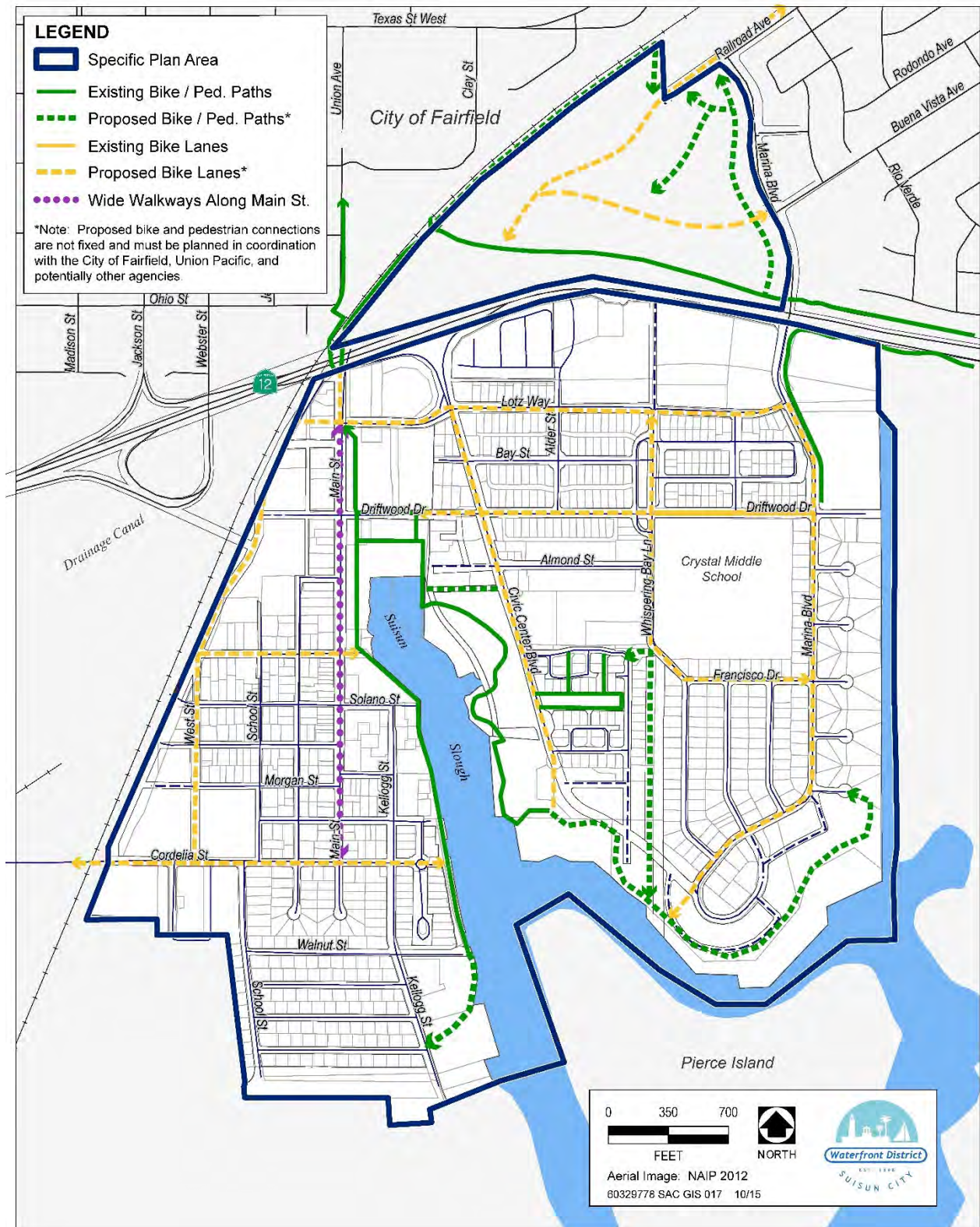
In addition to these existing, designated facilities, local streets in the Specific Plan Planning Area are also generally low-traffic, low-vehicle-speed, safe areas for biking.

Most streets in the Specific Plan Planning Area have sidewalks. Pedestrians can access the waterfront from the west side of Civic Center Boulevard, along the channel. A linear pedestrian walkway/bicycle path circles around the Channel, between City Hall and the cul-de-sac at the end of Walnut Street, north of the City boat launch facility.

4.3.2 Planned Bike and Pedestrian Circulation Improvements

Pedestrian/bicycle circulation is to be provided by a combination of a waterfront/public access path system; neighborhood streets/sidewalks; and striped bicycle paths on arterials and collectors.

The General Plan Circulation Element designates bike routes in the Specific Plan Planning Area as collectors and arterials streets that require. Arterials and collectors should be striped striping and signage and signed for Class II bike paths or Class I bike routes, consistent with the Circulation Element of the General Plan, Figure 4-9 Figure 4-10 Figure 4-10, and the WDSP standards in this Specific Plan. The bike/pedestrian circulation system, shown in Figure 4-10 Figure 4-10, indicates the general location of these facilities.

Figure 4-10: Bicycle and Pedestrian Circulation Network

Source: Metropolitan Transportation Commission, AECOM, 2023

New on-street bike facility and off-street bike and pedestrian facility improvements or enhancements ~~are proposed, including~~ include:

- Providing B bike lanes on Lotz Way, Driftwood Drive, Marina Boulevard, Civic Center Boulevard, Sacramento Street, Cordelia Street, and Railroad Avenue.
- Supporting future development of the ~~large commercially-zoned~~ property at the northwest corner of ~~Highway SR~~ 12 and Marina Boulevard with on-~~street~~ and off-street bicycle facilities that ensure internal safe and convenient bicycle movements and connect externally to surrounding regional trails, ~~to Main Street in the Downtown Waterfront District, and to Downtown Fairfield.~~
- Providing continuous north-south on-street bike lanes along Railroad Avenue, parallel to the train tracks, Whispering Bay Lane, and an off-street path connecting Civic Center Boulevard with Marina Boulevard.
- Providing or improving on-street bike facilities along the key connecting east-west roadways to waterfront and regional trails, and neighborhoods in the Specific Plan Planning Area, including Lotz Way, Driftwood Drive, Sacramento Street, Francisco Drive, and Cordelia Street.
- Expanding on the Class I bicycle/pedestrian path/promenade system following the Suisun Channel and linked to key street access points. The first leg of this system from Walnut Street, around ~~to~~ the Civic Center to the current terminus of Civic Center Boulevard, is now in place. Additional ~~proposed~~ improvements include:
 - Extension of ~~this Class I bicycle~~ the trail at its ~~current~~ eastern terminus through the waterfront open space along Whispering Bay (~~Figure 4-7~~) and following the drainage canal, south of Whispering Bay Lane.
 - Extension of the pedestrian promenade that ~~currently~~ terminates on the west side of the channel south to the boat launch facility in the Southern Waterfront area, to connect with State Park trails south of the Specific Plan Planning Area.
- Identifying opportunities to provide shaded areas with drinking fountains, benches, and other amenities to further encourage the use of the City's off-street bicycle and pedestrian facilities.
- Collaborate with local and State agencies, such as the City of Fairfield and ~~other agencies~~ Caltrans, to improve the safety of the existing pedestrian environment, including on the intersection median enhancements and other improvements to pedestrian facilities. ~~existing pedestrian overcrossing through enhancements to lighting and other improvements.~~



When complete, the path system will follow the entire ~~frontage of the~~ waterfront ~~frontage~~ from the boat launch ramp on Kellogg Street to the Marina neighborhood, adjacent to Whispering Bay. These improvements, along with connections they provide to other pedestrian/bicycle facilities, ~~will facilitate~~ meet the Suisun City General Plan Guiding Principles, including:

- Ensure safe and efficient walking, biking, driving, and parking in the Downtown.
- Design for active pedestrian and bicycle-friendly paths and streets, as well as public spaces.
- Encourage a healthy living environment.

In addition, with future development ~~of opportunity areas~~, all new local streets will enhance the local pedestrian system, improve Downtown connectivity, and foster an environment that encompasses safe bicycle and pedestrian travel. Crossing improvements or enhancements to support safe bike and pedestrian crossings are also encouraged at key intersections within ~~planned~~ new development areas.

Figure 4-910: Bicycle and Pedestrian Circulation Network

Source: Metropolitan Transportation Commission, AECOM, 202315



CHAPTER 5 | OPEN SPACE + PUBLIC FACILITIES ~~CIVIC~~ AND SERVICES ~~SERVICES~~

5.1 Open Space and Public Facilities ~~Civic~~ + Civic and Services

The provision and preservation of open space, waterfront access, and other ~~public~~civic facilities ~~is~~are critical to ~~create~~creating the character of development envisioned by this Specific Plan. ~~The~~ Both existing and planned features within the Waterfront District Specific Plan Area (Specific Plan Planning Area), ~~both existing and planned features,~~ are depicted ~~by in Figure 5-1~~ Figure 5-1, “Recreation and Open Space Diagram.”

Park, open space, and ~~public~~civic facilities in the Specific Plan Planning Area include:

- **Suisun Channel.** The entire length of the Suisun Channel, north of Suisun Bay, provides access for recreational boats between the Waterfront District and other locations, including the Sacramento-San Joaquin Delta and San Francisco Bay. A public promenade and multi-use path system circles the channel. The channel requires periodic dredging, which is done periodically by. ~~Currently, the~~ the Army Corps of Engineers, as the channel is under federal control dredges this federal channel. The City or private entities are responsible for dredging the remainder of the navigational channel.
- **Natural Open Space Areas.** Natural open space includes wetland areas adjacent to City Hall and Whispering Bay; the Pierce Island wetland mitigation site; and the ~~existing~~open space along the drainage channel south of Whispering Bay Lane. The channel/slough winds through the Suisun Marsh. The channel and marsh offer fishing and birdwatching opportunities and recreational boating, cruising, water skiing, jet skiing, kayaking, and other water-related activities. Approximately 50 percent of Pierce Island is to be retained as a permanent tidal wetland. The remainder of the

island is managed as a permanent dredge material disposal site. Levee and dike improvements are planned ~~in~~ to stabilize the island.

- **Public and Private Marinas.** The Suisun City Marina provides 155 rental berths, a ~~300-foot-long~~300-foot-long visitor dock, and a boat launch ramp that capitalizes ~~and builds upon the key natural feature/amenity in the Planning Area,~~ the waterfront.

Figure 5-1: Recreation and Open Space Diagram



- **Southern Waterfront Area Boat Launch Expansion/Events.** The existing boat launch facility is proposed to be expanded and enhanced. Plans prepared for the Southern Waterfront Area ~~in 2007~~ envision enhancing the marina facilities, improving landscaping, retaining the parking capacity, creating clear pedestrian and vehicular circulation, extending the waterfront promenade, and accommodating new mixed-use development. The waterfront promenade trail is proposed to be extended from the Delta Cove neighborhood to the state-owned nature trail to the south. This site could accommodate new marina slips and a new two-story, retail/office mixed-use building on the waterfront, ~~as well as~~ and smaller buildings for water recreation and storage. This site could also accommodate a public viewing area/pier, ~~plazas~~ areas and greens for waterfront events, a reconstructed dock for crew and kayak use, and a relocated fuel dock.
- **Transportation Center.** The historic train depot functions as an intermodal transportation facility, housing a waiting area and ticketing for the Capitol Corridor line, ~~intercity and local bus service,~~ and bicycle parking facilities. Parking for commuters is accommodated in the Caltrans park-and-ride lot across Main Street from the train depot.
- **Main Street.** The City proposes to improve Main Street with new landscaping, paving treatments in strategic locations, and appropriate street fixtures (~~e.g.,~~ lighting, benches, trash receptacles, etc.), in coordination with more recent streetscape improvements on the east side of the street. Streetscape features along Harbor Plaza, Main Street, and the Transportation Center will have elements of a consistent design theme (~~e.g., street lights and street furniture~~). ~~The design and construction of frontage improvements or installation of streetscape furniture on private properties will be coordinated to enhance the design theme.~~
- **Civic Center.** The Civic Center area on the east side of the channel includes City Hall, the Suisun City Housing Authority, the Police Department, the Solano Yacht Club, and marina slips. Waterfront open space and trail facilities in this area are proposed to be extended south along the Whispering Bay waterfront.
- **Waterfront Parks/Plazas.** In addition to the waterfront recreational facilities planned in the Southern Waterfront area, several small existing waterfront parks are located along the Waterfront promenade.

 - Harbor Plaza, on Main and Solano Streets, adjacent to the waterfront promenade, is an existing one-acre park with a raised outdoor stage, gazebo, and sectioned turf areas. Special events are focused on Harbor Plaza.



- Sheldon Plaza is an existing one-acre park with open turf area and waterfront views; at the northern head of the Suisun Channel and adjacent to the waterfront promenade and hotel and office uses; ~~is an existing one-acre park with open turf area and waterfront views.~~
- North of City Hall is Mike Day Park, is a n-existing three-acre park; ~~comprised of~~ with a playground, picnic areas, and open turf play areas. South of the park and behind City Hall are open turf areas, referred to as “City Hall Point.”
-
- **Neighborhood Parks.** Several neighborhood parks exist within the Planning Specific Plan Area.
 - Todd Park, located across the street and to the east of City Hall, serves as a shared greenspace for the surrounding “Harbor Park” residential development.
 - An oval, two-acre park, surrounded by local streets, is integrated into the “Victorian Harbor” residential development just northwest of Crystal Middle School.
- ~~**Parks/Plazas for New Development.** New small play areas, parks, and plazas should be provided to support future residential growth in the Planning Area, as suggested by the park and open space concept in Figure 5-1. These facilities should be designed to support new infill residential and mixed-use developments and contribute and add to the network of open space and recreational facilities in the community. To comply with General Plan policy, parks and plazas shall be provided at a ratio of at least 3 acres per 1,000 residents. New development shall be required to dedicate and/or contribute on a fair share basis to improving publicly accessible parkland according to City park standards.~~
- **Parking Facilities.** Public parking facilities are located in the Caltrans park-and-ride lot north of Lotz Way, on the east side of Main Street, adjacent to the expanded marina basin, in and around the Harbor Plaza, on Main Street, on streets in the Downtown Core district and adjacent to the portion of the marina slips south of Harbor Plaza, as described in Chapter 4. Refer to Chapter 4 for additional information on existing and proposed new parking facilities and Chapter 6 for parking standards.

5.2 ~~UTILITY SERVICES~~ Utility Services

5.2.1 Water

The City provides domestic water for all properties located within its boundaries. Domestic water is provided through the Suisun-Solano Water Authority (SSWA). Suisun City and Solano Irrigation District (SID) formed a Joint Exercise of Powers Agreement in 1976 to provide a ~~long term~~ long-term water supply for the City. In 1990, the partnership became a full Joint Powers Authority named the SSWA, resulting in the reconstruction and modernization of the old Suisun Water System.

The City handles the local billing and requests for water and sewer service and; the SID delivers ~~the~~ water to the meter of each property. The SSWA Board, which consists of the City Council and the SID Board, provides policy direction for SSWA (Suisun City).

Water Sources

Implementation of the 2035 General Plan designates land uses that, if developed to full build-out, would increase water demand. Based on the projected population of 32,400 ~~at build-out of the 2035 General Plan build-out(32,400)~~ and demand factors presented in the Urban Water Management Plan (UWMP), the total projected water demand at build-out of the 2035 General Plan would be approximately 4,251 acre-feet per year (afy).

This analysis examines the estimated increase in water demand in relation to the existing conditions to estimate the availability and adequacy of water supply. Water supplies for the City are provided by the SSWA. The SSWA receives water supplies from the U.S. Bureau of Reclamation's Solano Project and the California Department of Water Resource's State Water Project (SWP), both of which are wholesaled by the Solano County Water Agency and Solano Irrigation District.

Existing and projected water demands in the SSWA service area will be met by the water supplies described above and contract entitlements for each agency are summarized in ~~Table 5-1~~ Table 5-1. In 2010, the SSWA service area had a total of 4,144 afy of potable water supplies. This total is anticipated to increase to 6,000 afy by 2035.

SSWA currently does not use any groundwater in its system. SSWA delivered groundwater produced by a well owned by City of Suisun City until 2001. The need for the well was eliminated by the installation of the Benton Court and Suisun Valley Pumping Plants in 2000–2001. There are no plans to resume service from this well or the Suisun Valley in general due to high mineral content in the groundwater, sufficient alternative surface water supplies, and the need to replace miles of pipeline at considerable cost in order to convey water from the Suisun Valley back to the main SSWA service area.



The Fairfield-Suisun Sewer District (FSSD) oversees wastewater collection and treatment and water recycling services in the City of Fairfield, Suisun City, and Travis Air Force Base. Currently, there is no reclaimed water use nor are there plans to provide reclaimed water within the SSWA service area because there is no conveyance infrastructure in place to deliver recycled water from the FSSD Fairfield-Suisun Subregional Wastewater Treatment Plant (WWTP) to the SSWA service area. SSWA's capital improvement plans will in the future review the potential for future recycling and options for financing. Cooperation with the City of Fairfield and the FSSD would be required to implement any future actions, and neither of these agencies has planned water recycling projects.

Table 5-1: SSWA Existing and Projected Water Supplies (afy)

Water Supply Source	2010	2015	2020	2025	2030	2035
Solano Project	1,600	1,600	1,600	1,600	1,600	1,600
State Water Project	-	1,300	1,300	1,300	1,300	1,300
Contract for State Water Project supplies	2,514	1,577	1,939	2,735	2,737	3,100
Total Supply	6,124	6,492	6,859	7,660	7,667	8,035

Source: 2035 General Plan Environmental Impact Report (2015)

Facilities

~~Currently there are four (4)~~ storage tanks in the water system, including:

- ~~which are the following:~~ **Cement Hill Tank (2 million gallons).** The Cement Hill Tank is supplied by the Cement Hill Water Treatment Plants No. 1 and 2, which delivers water to Suisun City, the unincorporated area of Tolenas and the Suisun Valley. The Gregory Hill Tank receives its water from the Suisun City Distribution system, which is pumped from the Benton Court Pumping Plant located in Old Town Suisun City with a pumping capacity of 1,000 gpm.
- **Gregory Hill Tank (2 million gallons).** The Gregory Hill Tank supplies water to the Suisun Valley through the Suisun Valley Pumping Plant at a rate of 400 gpm and/or gravity feeds back into the Suisun City distribution system.
- **Sports Complex Tank (1.5 million gallons).** The Sports Complex Tank is a supplemental ground level storage tank with a pump to boost into the distribution system at 2,000 gpm. and
- **Suisun City Corporation Yard Tank (1 million gallons).** The Suisun City Corporation Yard tank is also a supplemental ground level storage tank with a pump to boost into the

distribution system at 1,200 gpm. These facilities would provide a peaking storage of 20% percent and an emergency storage of approximately one full anticipated maximum day demand, and will also provide fire storage of 420,000 gallons. The table below lists the facilities in the SSWA water system.

~~The Cement Hill Tank is supplied by the Cement Hill Water Treatment Plants No. 1 and 2, which delivers water to Suisun City, the unincorporated area of Tolenas and the Suisun Valley. The Gregory Hill Tank receives its water from the Suisun City Distribution system which is pumped from the Benton Court Pumping Plant located in Old Town Suisun City with a pumping capacity of 1,000 gpm. The Gregory Hill Tank supplies water to the Suisun Valley through the Suisun Valley Pumping Plant at a rate of 400 gpm and/or gravity feeds back into the Suisun City distribution system. The Sports Complex Tank is a supplemental ground level storage tank with a pump to boost into the distribution system at 2,000 gpm. The Suisun City Corporation Yard tank is also a supplemental ground level storage tank with a pump to boost into the distribution system at 1,200 gpm. These facilities would provide a peaking storage of 20% and an emergency storage of approximately one full anticipated maximum day demand, and will also provide fire storage of 420,000 gallons. The table below lists the facilities in the SSWA water system.~~



Table 5-2: Water Supply Facilities

Cement Hill Water Treatment Plant	
Plant No. 1 (constructed in 1978-79)	Conventional plant, 4.6 MGD design capacity
Plant No. 2 (constructed in 1992-93)	Conventional plant, 5.4 MGD design capacity
Gregory Hill Water Treatment Plant (constructed in 1962-63)	Diatomaceous earth plant, 0.56 MGD design capacity removed from service
Cement Hill Tank	2,000,000 gallons, welded steel
Gregory Hill Tank	2,000,000 gallons, welded steel
Sports Complex Tank	1,500,000 gallons, welded steel
Suisun City Corp Yard Tank	1,000,000 gallons, welded steel
Benton Court Pumping Plant	1,000 gpm
Sports Complex Pumping Plant	2,000 gpm
Suisun City Corp Yard Pumping Plant	1,200 gpm
Suisun Valley Pumping Plant	400 gpm
Pipelines	96 miles
Mainline Valves	1,700
Metered Services	8,100

As a result of a condition assessment conducted by the SSWA in 2012, it has been determined that an additional Cement Hill Tank, Cement Hill Tank 2 is needed to meet demands.

Service Demand

In December 2012, the SSWA completed its Water System Review, a report which projected updated information on the anticipated growth and development within its service area, as well as a revised estimate for water demand. Based on a review of historic water use records over the last 15 years, the Annual Average Day (AAD) demand of each year was used to calculate respective factors for the Maximum Month and Maximum Day demands for each year. [Table 5-3](#) identifies the estimated peak build-out demand, which was calculated using the highest demand factors occurring over the last 15 years (SSWA 2012: 4).

Table 5-3: Water Usage Demand Factors

Annual Average Day (AAD) (gpm)	
Maximum Month (gpm)	1.58 x AAD
Maximum Day (gpm)	1.92 x AAD
Maximum Hour (gpm)	3.4 x AAD (Estimated ratio)

Source: SSWA Water System Review (December 12, 2012).

The ultimate maximum day demand is estimated at 6,470 gpm (9.3 MGD) for the service area. This represents a significant decrease from the previous figure of 11.08 MGD that was estimated in the 2007 Water Supply Options report (SSWA 2012: 6).

The SSWA water demand is anticipated to be less than available water supplies through 2035 in normal water years. As shown in [Table 5-1](#), water supply is projected to be sufficient in normal water years over the UWMP's 20-year planning period (i.e., from 2015 to 2035). Although [Table 5-4](#) shows that water supply in single and multiple-dry water years is insufficient to meet demand within the SSWA service area over the 20-year planning period, a joint powers agreement between SID and Suisun City ensures that water will be provided from the SID water supplies and therefore there will be sufficient water supplies to meet demands (SSWA 2011:66). A footnote in the UWMP indicates that:

“The apparent negative supply totals are a result of the methodology used for calculating supply reliability. In fact, per the joint powers agreement between SID and City of Suisun City the commitment has been made that water will be provided for the service area from the SID supply and therefore there will not in fact be a water shortage” (SSWA 2011:67).

Section 3.0 of the 1990 SSWA Implementation and Lease Agreement states that the “City and District may agree to add additional lands to the Joint Service Area covered by this Agreement. Such action shall be accomplished only by amendment to this Agreement or by a separate written agreement...” According to SID, this process would require future negotiations to an amendment of the JPA.

Water demand is anticipated to be less than available water supplies through 2035 in normal water years. A joint powers agreement between SID and Suisun City ensures that water will be provided from the SID water supplies and therefore there will be sufficient water supplies to meet demands.

Table 5-4: SSWA Comparison of Water Supply and Demand, 2020+5-2035

Total Water Supplies and Demand	Projected Demands (afy)				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,477	4,839	5,275	5,637	6,000
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	15	641	1,040	1,405	1,749
	Single-Dry Year				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,432	4,791	5,222	5,581	5,940
Total Demand	4,462	4,462	4,462	4,462	4,462
Differences (Supply minus Demand)	(30)	593	987	1,349	1,689
	Multiple-Dry Year				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,253	4,597	5,011	5,355	5,700
Total Demand	4,462	4,462	4,462	4,462	4,462
Differences (Supply minus Demand)	(209)	399	776	1,123	1,499
	Multiple-Dry Year 2				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,164	4,500	4,906	5,242	5,580
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	(298)	302	671	1,010	1,329
	Multiple-Dry Year 3				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	3,492	3,774	4,115	4,397	4,680
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	(970)	(424)	(120)	165	429

Source: 2035 General Plan Environmental Impact Report (2015).

Conservation & Legislation

The 2035 General Plan includes measures to ensure that sufficient water sources are made available to serve new development. The City will condition approval of new developments on the availability of sufficient water supply, storage, and fire flow (water pressure), per City standards and require demonstration of adequate long-term water supply for large development projects as defined in Water Code 10912(a).

The City will also require the use of water conservation technologies, such as low-flow toilets, efficient clothes washers, and efficient water-using industrial equipment in new construction, in accordance with code requirements; encourage use of recycled water for outdoor irrigation, fire hydrants, and commercial and industrial processes; and require new development to incorporate climate-appropriate landscaping to reduce water demand. In addition, the City will comprehensively assess water supply and demand and identify a range of local conservation measures to be implemented through the UWMP.

In addition, the 2035 General Plan includes policies committing the City to ongoing water supply planning with Solano County Water Agency, Solano Irrigation District, and other local jurisdictions and initiating a study with the SSWA and the Solano County Water Agency to determine the feasibility of extending a connection from the SSWA water treatment facility to Suisun City so that the City may directly utilize its Solano Project water entitlement. The City will also support FSSD efforts to explore the feasibility of using treated wastewater for irrigation in parks, landscaped areas, and other appropriate locations.

5.2.2 Wastewater

The City of Suisun City and the Fairfield-Suisun Sewer District (FSSD) jointly operate and maintain the wastewater collection system that serves the City. FSSD owns and operates the trunk sewer system, which includes all 12-inch and larger sewers and the major pump stations and force mains that convey wastewater to the District's wastewater treatment plant. FSSD also owns, ~~operates~~operates, and maintains all of the pump stations in the City's wastewater collection system. The City, along with the City of Fairfield and Travis Air Force Base, is a "satellite collection system" to FSSD and owns and operates only those 10-inch and smaller gravity sewers within its service area. The City's portion of the system consists of approximately 74 miles of gravity sewer. The City does not own or operate any sanitary sewer pump stations or force mains.

Wastewater flows travel by gravity and are pumped by smaller stations to four major pump stations which pump wastewater to the treatment plant. The wastewater treatment process includes screening, primary treatment, intermediate treatment by oxidation towers and intermediate clarifiers, secondary treatment with aeration basins, and secondary clarifiers and tertiary treatment via filtration and disinfection. Waste solids are thickened and treated in anaerobic digesters. Then, solids are further concentrated before being disposed at the Potrero Hills Landfill. Flow is continuously measured at the pump stations. On occasion, flow monitoring may be deployed into the district's gravity lines to evaluate system capacity and surcharging during storms. Suisun City is served by the Suisun Pump station and three smaller stations: Lawler I Pump Station, Lawler II Pump Station, and Crystal Street Pump Station.



Table 5-5: Wastewater Pump Station Flows

Pump Station	Flows			
	Pump Station Rated Capacity (MGD/gpm)	Maximum Rated Flow (gpm)	Typical Dry (gpm)	Typical Wet (gpm)
Crystal Street	0.5/347	350	6	1015
Lawler Ranch 2	1.1/764	800	113	213
Lawler Ranch 1	0.35/250	250	26	40
Suisun	38.3 MGD		8.1 MGD	27 MGD

Source: Provided by Kevin Cullen, Fairfield- Suisun Sewer District (October 2015).

Within the last decade, numerous improvements have been made to the treatment facilities to increase peak capacity and improve upon the treatment process. A treatment plant project to replace chlorine disinfection with ultra-violet disinfection was completed in 2011. The Central-Suisun Forcemain Equalization Project, completed in 2013, increased the reliable peak capacity of the Suisun Pump Station from 31.7 to 38.3 mgd, allowing for more water to be processed. The Suisun Forcemain improvement project has enabled the pump station to meet current and near-term capacity needs until growth and revenue projections become more certain. New projects identified in the master plan will still be needed to meet long-term capacity requirements.

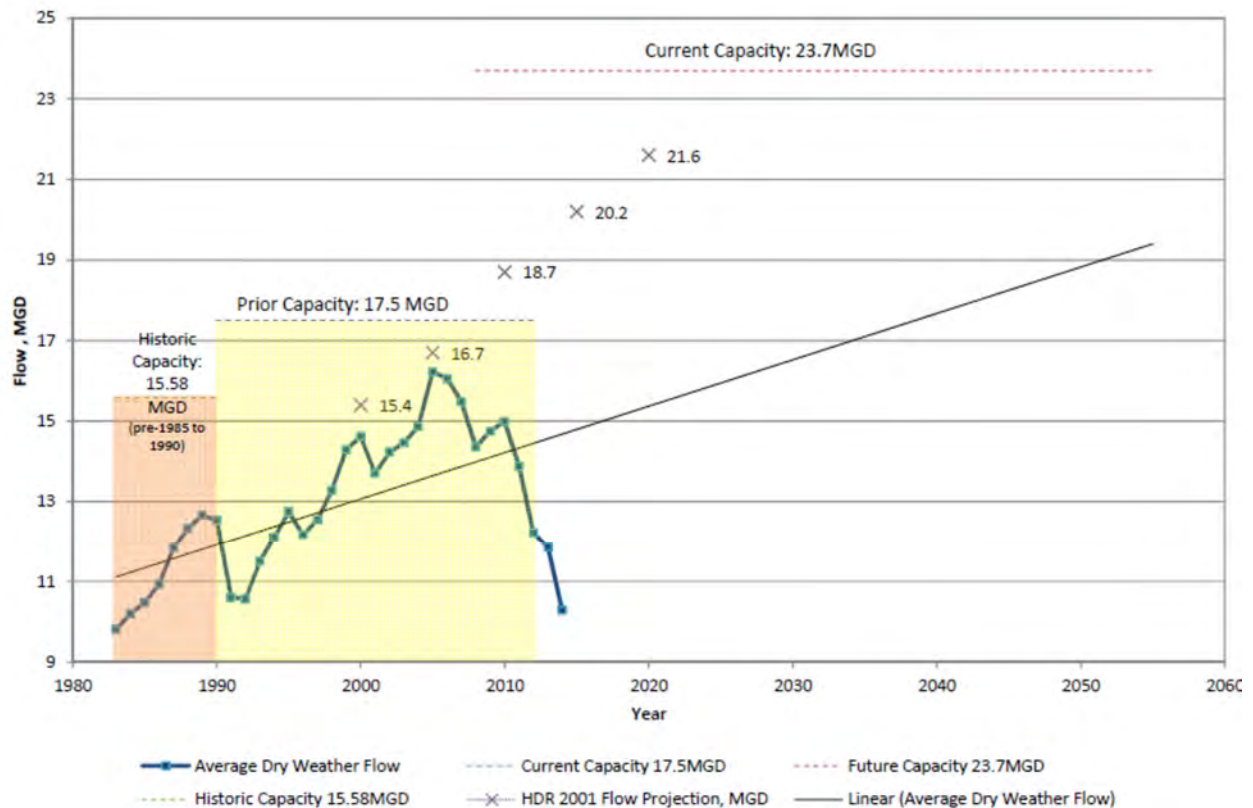
To date, system evaluation and capacity assurance of the City's collection system has consisted of observation of sewer system performance during dry and wet weather and enforcement of the City's design standards for new sewers. Capacity assessment has been handled historically by the Fairfield Suisun Sewer District for the geographic area including Fairfield, Suisun City, and portions of Solano County served by the District. In 2013, the District completed a Sewer System Master Plan (an update of its previous Master Plan completed in 2007). The Master Plan identified all parcels within the service area of Suisun City, land use type for each parcel, and the status of developed versus undeveloped. Wastewater flows generated by each parcel were calculated and imported into a hydraulic model of the sewer system.

The Master Plan utilized a hydraulic model to assess the current and future flows and capacity needs of all gravity sewers, 12-inches in diameter and larger; these larger trunk sewers have a greater potential for capacity deficiency due to extended tributary areas. The future evaluation and capacity assurance of City sewers will include continued observation of system performance during wet weather; expansion of the hydraulic model as needed, and enforcement of design standards to ensure that new sewers are sized with adequate capacity to serve new

development. In the future, the City plans to prepare a Master Plan for its sanitary sewer system, which will be coordinated with the District's Master Plan and hydraulic model, in order to develop a capital improvement program to address any identified capacity issues.

The FSSD recently completed a treatment plant expansion that increased the average dry weather capacity from 17.5 mgd to 23.7 mgd and reliable peak-flow capacity from 34.8 mgd to 52.3 mgd. Currently there are no scheduled projects in Suisun City for collection system improvements.

Figure 5-2: Average Annual Dry Weather Influent Flow Projection to 2055



Source: [City of Suisun City 2016](#)



5.2.3 Stormwater

The City of Suisun City Public Works ~~and Building~~ Department maintains an inventory of facilities and coordinates necessary improvements to ensure capacity required to serve new development. The City's Stormwater Management and Discharge Control ordinance was enacted, with the intent to regulate non-stormwater discharges to the public storm drain system, protect the public storm drain system from spills dumping or disposal of materials other than stormwater, and reduce pollutants in stormwater discharges, to the maximum extent possible.

The City's storm drainage system, which includes creek flows along McCoy Creek, Laurel Creek, and Union Avenue Creek, would likely be contained within the existing creek bank during a 100-year storm, except for localized flooding and standing water that may occur during brief, intense storms when runoff exceeds storm drain system capacity.

As a participant in the National Flood Insurance Program (NFIP), Suisun City is required to adhere to floodplain management policies that include sound land use practices. The Federal Emergency Management Agency (FEMA) administers the NFIP through the Federal Insurance Administration. FEMA produces flood Insurance Rate Maps (FIRMS) which identify flood hazard areas and restrict development in these areas for the communities participating in the NFIP.

FSSD and City Activities

The City's Municipal Review Permit (MRP) was adopted by the Water Board on November 18, 2015. The MRP delineates requirements to ensure that storm water quality is protected. The breakdown of shared activities between the City and District are delineated through a Drainage Maintenance Agreement and are specified as follows.

- **District Activities.** District activities include maintenance of storm water pump stations, industrial and commercial site controls, public information and participation, water quality monitoring, mercury controls, PCBs control, copper controls, PBDE, and legacy pesticides control. The Sewer District has assumed responsibility for operation and maintenance of pump

stations located in Suisun City as defined under the “Regional Facilities” in the Drainage Maintenance Agreement.

- **City Activities.** Municipal maintenance, new development compliance, illicit discharge detection and elimination, construction site controls, pesticide toxicity control, trash control, exempt and conditionally exempt discharges. As detailed in the Drainage Maintenance Agreement, the City is also responsible for the maintenance of “Local Facilities,” which includes storm drain pipelines, box culverts, concrete lined channels, improved earth channels, natural creeks, detention basins, street sweeping, data management, and fencing. The City also maintains a number of open channel storm drains of varying sizes. The larger channels are blanketed with natural vegetation and require periodic cleaning. There are approximately 14,500 feet of large open channels and 20,000 feet of smaller ditches.

Upgrades to storm drainage pipes over the past 10- years include improvements required and funded by new developments. All new commercial and residential subdivisions are required to conform to the City storm drainage standards, protect water quality, and meet Regional Water Quality Control Board requirements. Among these requirements, in 2009, the San Francisco Bay Region Water Quality Control Board adopted the Municipal Regional Stormwater NPDES permit (NPDES permit)¹ for the San Francisco Bay Region. The intent of the permit is to mitigate the potentially detrimental effects of urban runoff through site design and source controls early in the development review process and provide guidance in the selection of appropriate best management practices (BMPs).

Suisun City is the lead agency responsible for review of projects for stormwater conformance with applicable laws, policies, and guidelines, including implementing the C.3 provision of the NPDES permit, which requires the City implement measures to reduce stormwater pollution and increased stormwater runoff, volume, and duration from new development or redevelopment projects.

Under the C.3 provision, new development or redevelopment in the City that creates and/or replaces 10,000 square feet or more of impervious surface (collectively over the entire project site), including commercial, industrial, residential housing subdivisions, mixed-use and public projects; and redevelopment projects resulting in the alteration of more than 50 percent of the impervious surface of a previously existing development, shall be required to implement LID source control, site design, and stormwater treatment measures, designed to treat 100%-percent of run-

¹ The California Regional Water Quality Control Board San Francisco Regional Municipal Regional Stormwater NPDES Permit (Permit Number CAS612008), Final Order Number R2-2009-0074 is available online at: http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/stormwater/mrp.shtml.



off for a project's drainage area on-site or at a joint stormwater treatment facility.

The C.3 provision of the NPDES permit also allows projects alternatives to complying with the above standards under provision C.3.e through: (1) on-site treatment or treatment of a portion of the run-off for the project's drainage areas with LID treatment measures at a joint stormwater treatment facility and treatment of the remaining run-off with LID treatment measures at an off-site project in the same watershed or (2) treatment on-site or treating a portion of the run-off for the project's drainage areas with LID treatment measures at a joint stormwater treatment facility and paying an equivalent in-lieu fee to treat the remaining runoff through LID treatment measures at a regional project or a regional or municipal stormwater treatment facility that discharges into the same watershed as the project. The regional project must achieve a net environment benefit and must be constructed by the end of construction of a regulated project. If more time is needed, regional projects must be completed within three years after the end of construction of the regulated project and may be extended to a maximum of five years with prior Executive Officer approval.

The C.3 provision of the NPDES Permit also identifies incentive LID treatment reduction credits that apply to certain types of smart growth, high-density, and transit-oriented development projects or "special projects" (as defined in Section C.3.eii of the NPDES permit) that, at the scale of the watershed, can reduce existing impervious surfaces or create less accessory impervious areas and auto-related pollutant impacts.

For any Special Project, the allowable incentive LID Treatment Reduction Credit is the maximum percentage of the amount of runoff identified for the Special Project's drainage area, that may be treated with tree box high flowrate biofilters and/or vault-based high flowrate media filters. Projects within the WDSP area could potentially fall into one or more of these three categories of special projects that may qualify for LID treatment reduction credits:

- Category A projects may qualify for a 100 percent LID Treatment Reduction Credit – these projects are designed to be pedestrian friendly; special projects creating or replacing replace less than ½ acre of impervious surface area; and located in a downtown core area, neighborhood center, or other pedestrian-oriented district or historic preservation area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage or downtown core zoning district, pedestrian-oriented commercial district, or historic preservation site and/or district.
- Category B projects may qualify for a LID Treatment Reduction Credit between 50 and 100 percent depending on their proposed lot coverage – these projects are designed to be pedestrian friendly; create or replace between ½ acre and two acres of

~~impervious surface area; located in a downtown area, neighborhood center, or other pedestrian-oriented district or historic preservation area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage~~ special projects that create or replace between ½ and 2 acres of impervious surface area and achieve minimum project densities of 50 dwell units per acre or minimum commercial or mixed-use intensities of 2:1; and/or.

- ~~Category C projects may qualify for a LID Treatment Reduction Credit between 10 and 50 percent depending on their location and design – these projects are transit-oriented, non-auto related uses; designed to be pedestrian friendly; that would~~ special projects that are transit-oriented ~~create or replace between ½ acre and two acres of impervious surface area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage~~ development projects, located within a one-quarter to one-half mile of an existing or planned transit hub, such as the Amtrak train depot or located within a designated Priority Development Area and providing minimum residential densities of 25 dwelling units per acre or at least an Floor Area Ratio (FAR) of 2:1. Projects within the WDSP area are within a city-designated Priority Development Area and automatically qualify for a 25% location credit. Up to a 50% location credit is applicable to projects located within one-quarter mile of the Amtrak train depot.

~~Special projects may qualify for up to 100% LID treatment reduction credit, based on the requirements and criteria for special projects specified in Section C.3.e.ii of the NPDES permit.~~

In addition to the C3 permit provision, all construction projects in Suisun City are regulated by the NPDES General Permit for Stormwater Discharges Associated with Construction Activity, which requires the preparation of a Storm Water Pollution Prevention Plan and filing of a Notice of Intent with the State Water Resources Control Board for all project that disturb an area of one acre or greater.

Storm Drainage Pumps

The City has four stations that drain the areas within and discharge at locations described below:

- **Downtown/Main Street.** This station is located underneath the area where Sacramento Street enters the public parking lot, adjacent to the marina. This drains the area from Solano Street, north to ~~Hwy~~ SR 12. School Street, west from Sacramento to the south, drains to another watershed. The Main Street pump station protects the northern section of the old downtown area and was just replaced this year as part of the downtown plaza. It now has a capacity of 8,500 GPM using two parallel submersible



pumps. The station is controlled by a PLC using a bubbler system for level control. The calculated runoff is 4,100 GPM.

- **~~The~~ Wildlife/Kellogg Street Pump Station.** This station is located at the south end of Kellogg Street. It drains from Solano Street south, including the area above that drains down School Street. It pumps the water collected from the southern part of the old downtown area into the Suisun Slough. There is one main outlet into the Wildlife Channel, which is the School Street storm drain. The pump station and discharge line were replaced in 1997 with a submersible pump station, built next to the old station, and a new larger discharge line. The old pump, check valve, and MCC were removed and the old wet well and discharge line were left intact for possible future adaptation with a portable diesel pump for emergency use. The station includes a medium size detention basin allowing for some storage during short, high rainfall events. The new station has a capacity of 4,600 GPM with one pump, 8,000 GPM with two pumps, and 9,900 GPM with three pumps. Currently two pumps are installed with all piping and the MCC ready to accept a third pump. The calculated runoff is 7,800 GPM.
- **~~The~~ Whispering Bay/Mulberry Street Pump Station.** This is located at the south end of the Whispering Bay Drainage Channel. It drains the area from Lotz Way and Main Street to Marina Boulevard, including all the residential streets within the area. There are multiple discharge outlets into the Whispering Bay Channel. The pump station has two independent propeller pumps with ultrasonic level controls. New discharge pipes and bar screens were installed in 1988. The estimated runoff is 15,700 GPM for a 6-hour event. The station was rebuilt in 2000 with capacity to exceed these flows. The station has a large detention basin allowing the required capacity to be lowered, if desired.
- **Heritage Park Subdivision/Chipman Lane Pump Station.** There is a pump station along ~~Highway SR~~ 12, about midway on Chipman Lane. This drains a large portion of the Heritage Park Subdivision. The Chipman Lane pump station collects storm water in the north-south area between Chipman Lane and the railroad tracks and pumps it under ~~Highway SR~~ 12 into a channel. The station has three independent propeller pumps controlled by float switches, with a total capacity of 30,300 GPM. The estimated runoff is 8,300 GPM.

5.2.4 Solid Waste

The City of ~~Suisun City~~ contracts with Republic Services Solano Garbage to provide weekly collection of solid waste, yard waste, and recyclable material to the residents and businesses of Suisun City. As part of the statewide waste management and reduction policy, the California Integrated Waste Management Board (CIWMB) allocated the City of Suisun City with a disposal target of 4.9 pounds per person per day. In

2014, the City of Suisun City's disposal rate was 2.6 pounds per person per day, considerably below the CIWMB target.

Suisun City has one recycling drop-off center located within the city boundaries. Recyclable material that is collected by Republic Services is sent to The Recyclery at Newby Island facility, located in Milpitas.

Solid waste collected from Suisun City is deposited at the Potrero Hills Landfill. In 2014, the landfill received 588,917 tons of solid waste, of which 2.3 percent was from Suisun City residents and businesses. The total capacity of the landfill is 55.865 million cubic yards. The landfill currently has a remaining capacity of approximately 33.815 million cubic yards. It is projected that the landfill will reach capacity in December 2045.

5.2.5 Gas and Electric

The Pacific Gas and Electric Company (PG&E)- provides electricity and natural gas to the City. Public electrical energy for Solano County is generated outside the County and supplied via transmission lines. Major transmission line corridors traverse Solano County, serving the greater Bay Area. PG&E provides natural gas service to the area through both underground and aboveground transmission and distribution facilities. New distribution facilities are typically constructed within easements on private property.

However, in some instances, new facilities are constructed within existing streets to increase capacity. Locations of distribution facilities generally depend on how and when an area develops. Specific Plan Area projects applicants and the City are required to involve PG&E in the development process to ensure that electricity and natural gas provision needs are incorporated into the development process.

5.2.6 Telecommunications

AT&T (formerly SBC), provides local telephone communication service for all of Solano County, including Suisun City and the Specific Plan Area. Major telephone transmission lines traverse the region. These lines normally follow rights-of-way that parallel roadways and rail lines. AT&T also provides internet service in the area. Cable television service is provided through Comcast, Inc.



5.3 Community Services

5.3.1 Public Safety

Police protection is provided by the City of Suisun City Police Department, which is located in the ~~Planning Specific Plan~~ Area adjacent to City Hall. The Suisun City ~~P~~police ~~D~~department currently has no plans to upgrade or reconstruct the police station or the Burdick Center substation outside the ~~Planning Specific Plan~~ Area. However, there may be opportunities during implementation of the Specific Plan to use technology within the WDSP Area to enhance security ~~through~~, for example, ~~through~~ Bluetooth access for security communication or ~~through~~ ~~the~~ installation of emergency call boxes.

Fire protection is provided by the City of Suisun City Fire Department, which provides fire protection services in the incorporated area of the City. The ~~department~~ ~~Department~~ has one fire station at 621 Pintail Drive ~~and~~. ~~The Suisun City Fire Department~~ has considered alternative location/s to better serve residents and address citywide goals to respond to 90 percent of all calls within five minutes.

The ~~Fire~~ ~~Department~~ ~~also~~ has a memorandum of understanding as a member of the County Hazardous Materials Response team and participates with the State Office of Emergency Services for mutual aid response agreements.

5.3.2 Educational Facilities

The Fairfield-Suisun Unified School District (school district) provides service to elementary, middle ~~school~~, and high school students. The ~~Specific Plan~~ ~~DWSP~~ Area is served by Crescent Elementary School, a K–5 school east of the ~~Specific Plan~~ ~~DWSP~~ Area and south of ~~Highway SR~~ 12. Crystal Middle School serves students from grades 6-8 and is located within the ~~Specific Plan~~ ~~Planning~~ Area, at the southeast corner of Driftwood Drive and Whispering Bay Lane. The ~~Planning Specific Plan~~ Area is within the school boundaries of Armijo High School. ~~The school district is not experiencing capacity issues, with the potential exception of Armijo High School, which is at capacity.~~

Solano County College is a community college in Fairfield that offers a variety of degree programs and serves the Suisun City area.

5.3.3 Library Facilities

There is one library serving Suisun City, the Suisun City Library, a branch of the Solano County Library system. This facility, which opened in 2008, is 10,000 square feet and is built adjacent to the Suisun Elementary school and doubles as a public and school library. The library includes a study room, community meeting room, and computer center. It hosts library programs during the day and community meetings at night.

CHAPTER 6 | DEVELOPMENT + DESIGN STANDARDS + DESIGN GUIDELINES

6.1 Introduction

This chapter establishes the development and design standards and design guidelines governing proposed development within the Waterfront District Specific Plan (WDSP) Area (Planning Specific Plan Area). When reviewing project plans, the reviewing body (Development Services Director, Planning Commission, or ~~or~~ City Council, or Development Services Director, as the case may be) shall refer to the WDSP development and design standards and design guidelines. Where the WDSP is silent on an issue, the City will consult the General Plan and Zoning Code. If there is a conflict between the General Plan and the Zoning Code, the General Plan prevails.

A. Standards

Standards are identified by terms such as “shall,” “must,” “required,” or “prohibited.” Standards are specific and measurable regulations that are applied in the review of projects. Compliance with standards is required through the entitlement review process.

F. Guidelines

Guidelines are design principles that are generally expected to be followed unless the applicant can demonstrate that a deviation would still accomplish the intent of the guidelines to the same degree or better.

Refer to Chapter 7 of the Specific Plan for the administration of the Specific Plan, including the process for Site Plan and Architectural Review, Major and Minor Specific Plan Amendments, Variances, and Exceptions and the regulation of nonconforming uses and structures.

6.1.26.1.1 Community Design Approach

The development and design standards and design guidelines in this chapter ensure compatibility of new construction, alterations, and other



Old Town Suisun City has a traditional Downtown architectural character, with small blocks and lots and a gridded street pattern.



Building heights above the first two stories are encouraged to shall be stepped back, if needed, to respect the heights of existing adjacent residential



Secondary Accessory dwelling unit attached to the garage of a single-family home.



Garages are encouraged shall be at the rear of the lot and accessed by an alley or

~~exterior improvements with the desired architectural character of the WDSP Area.~~

Development standards provide clear direction on the scale and location of new buildings constructed within the Specific Plan Area. Design ~~guidelines~~ standards emphasize the creation of a sense of identity and orientation for pedestrians, residents, and visitors. This is accomplished by a variety of means, including through the scale, orientation, and design of the built environment; orientation and design of public spaces and landscaping; a grid street pattern; a visible hierarchy of streets; ~~development of~~ a comprehensive open space system; and other techniques.

Design ~~guidelines~~ standards for residential development apply to each of the residential Land Use Zones: Residential Low Density (RLD); Residential Medium Density (RMD); Residential High Density (RHD); and Historic Residential (HR). Please refer to Chapter 3 for a more detailed discussion of the Land Use Zones.

Design ~~guidelines~~ standards for commercial and mixed-use (residential and non-residential) development apply both based on the Land Use Zone of the proposed project, ~~and also the Planning District within which the subject project site is located. Please see Chapter 2 for a discussion of the Planning Districts (and Figure 2-1).~~

~~Most of the Plan Area is built out/built out. However, there are key opportunity sites, the development of which will be important to achieving the Specific Plan's intent with respect to design. Figure 6-1, "Illustrative Site Concept Plan" shows how opportunity sites within the Specific Plan could be developed, consistent with the intent of this Plan. Figure 6-1 provides illustrative concepts, but neither represents specific requirements or a formal endorsement by the City of the illustrative concepts.~~



Figure 6-1: Illustrative Site Concept Plan

6.2 Residential Development ~~+ Design~~ Standards + Design Guidelines

6.2.1 Intent

Residential development ~~and design~~ standards ~~and design guidelines~~ focus on developing a traditional downtown setting that fosters community activities, social interaction, and a strong cohesive image for the Downtown Waterfront District. Design ~~guidelines are intended~~ ~~to standards will support foster~~ maintain the a pedestrian-oriented design environment, where the fundamental intent is to reduce the impact of the ~~automobile vehicles~~ by ~~encouraging~~ requiring narrower streets, smaller lots accessed by alleys and with opportunities for on-street parking and less off-street parking than allowed under conventional zoning standards. Old Town Suisun City is an inspiration for new residential development in the WDSP, with its smaller blocks and lots, grid pattern of streets, diverse architectural styles, and variety of housing types and sizes.

6.2.2 Residential Development Standards

Development standards for residential uses within the Specific Plan Planning Area are summarized in ~~Table 6-1~~ Table 6-1. Existing uses and structures in established residential neighborhoods that are not in compliance with some of the development ~~and design~~ standards ~~and design guidelines~~ in this chapter shall be allowed to continue, but subject to the standards for nonconforming uses and structures described in Chapter 7.5.

- New residential lots shall ~~be have~~ the minimum lot sizes and setbacks indicated in ~~Table 6-1~~ Table 6-1, except ~~that~~ porches, stoops, bay windows, balconies, and eaves and overhangs may encroach into setback areas, as indicated in the table below.

Table 6-1: Encroachments into Setbacks

(i.e., porches, stoops, bay windows, balconies, and overhangs)	
1. Front Setback	6' max, where applicable
2. Side Setback	3' max
3. Rear Setback	3' max, where applicable

- Building heights above the first two stories ~~are encouraged~~ ~~to shall be~~ step back, ~~if needed~~, to respect the heights of existing adjacent residential development, particularly along Lotz Way.
- The height of a new development shall be limited to the building height ~~maximum identified in each zoning district. Building height shall be grade to the peak of the roof, as measured from grade to the peak of the roof.~~
- Guesthouses and ~~secondary accessory~~ dwelling units shall be subject to the land use and development standards in Table

~~6.2 Table 6-1~~ and regulations in Chapter 18.44.150 ~~30.170~~ of the City's Zoning Code.

A. Residential Garages

1. Garages ~~should~~ **shall** be tucked back into the house with limited exposure on the street or placed at the rear of the lot when motor courts or alleys are provided.
2. Garage doors ~~should~~ **shall** be recessed for greater articulation and trash and storage areas incorporated within the garage or parking areas, where appropriate.
3. Alley-loaded garages shall be set back a minimum of three (3) feet from each side of the alleyway and provide wall hung light fixtures facing onto the alley.

B. Fences

1. Backyard fences ~~are encouraged~~ **shall be** along motor courts and alleys. The height of side and rear yard fences shall not exceed six (6) feet. Side yard fences ~~should~~ **shall** be terminated three feet behind the front façade. Side yard fence setbacks on corner lots shall be a minimum of five (5) feet from the back of the sidewalk.
2. The setback area in front of fences shall be landscaped.
3. Front yard fences, ~~where provided,~~ are ~~encouraged to~~ **shall** be a maximum height of three (3) feet and may consist of wood or steel posts with wood pickets, rails, or decorative wrought iron that allows for eyes on the street. Front yard fences shall not exceed six (6) feet in height and where provided, above three (3) feet, fences shall be designed to be visually open and placed at the back of the sidewalk or set back and landscaped.



Front yard fences ~~are encouraged to~~ **shall** be set back, landscaped, and designed to be visually open above the first ~~three~~ **three** feet.

Table 6-2: Residential Development**Table 6.1: Residential Development**

Land Use District	Residential Low Density (RLD)	Residential Medium Density (RMD)	Residential High Density (RHD)	Historic Residential (HR)
A. LOT / SITE DESIGN				
4. Lot Coverage ¹	70% max	80% max	80% max	70% max
5. Density ²	4-10 du/gross ac (5-12 du/net ac)	10.1-20 du/gross ac (10.1-12.1 24.9 du/net ac)	20.1-45 du/gross ac (25.1-54.1 54 du/net ac)	5-15 du/gross ac (6-18 du/net ac)
6. Floor Area Ratio	N/A	N/A	N/A	N/A
7. Lot Area	3,000 sf min	1,500 sf min	N/A	2,500 sf min
8. Lot Width	40' min	25' min	none	40' min
9. Lot Depth	65' min	55' min	none	60' min
B. BUILDING PLACEMENT AND HEIGHT				
—Primary Building Setback ³				
1. Front Setback	7.5' min-20' max ⁴	5' min-15' max ⁴	0' min-15' max ⁴	10' min-15' max ⁴
2. Side Setback (street)	7.5' min-20' max	5' min-15' max	70% min ⁵	5' min-15' max
3. Side Setback (interior)	5' min (1-2 stories) 15' min (3 stories)	5' min (1-2 stories) for 1 side, 3.5' min for other side- in addition to any encroachment; 15' min (3 stories)	0' min-15' max	5' min (1-2 stories) 15' min (3 stories)
4. Rear Setback ⁵	5' min	5' min	5' min (1-2 stories stories) 15' min (3+ stories)	5' min
5. Height Limit	35' max	35' max	55' max	35' max
—Secondary Accessory Dwelling Setback				
1. Front Setback	15' min or equal to primary building setback			
2. Side Setback (street)	10' min 10' min 10' min 10' min 10' 4' min			
3. Side Setback (interior)	40' min 0' min 0' min 0' min 40' min			
4. Rear Setback	45' min 5' min 5' min 5' min 45' min			
5. Height Limit ⁶	20' max 20' max 20' max 20' max 20' max			
C. ENCROACHMENTS INTO SETBACKS				



1. Front Setback	6' max, where applicable
2. Side Setback	3' max
3. Rear Setback	3' max, where applicable

Notes:

du/ac = dwelling units per gross-acre; min = minimum; max = maximum; sf = gross square feet

- 1 Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.
- 2 Density bonuses or increases ~~may be allowed~~ can be allowed for the provision of affordable housing and project amenities, such as day care facilities and additional open space, as addressed in the Suisun City Zoning Code, Chapter 18.47 for residential density bonuses.
- 3 Yards and setback areas shall be landscaped in accordance with water-efficient landscaping standards, addressed in Title 20 of the Suisun City Zoning Code and in the State Model Water Efficient Landscape Ordinance (MWELO), as applicable.
- 4 Front setbacks shall be consistent with the setbacks of adjacent buildings on the street. Garage shall be no closer than 18 feet from the back of the sidewalk.
- 5 Rear garage setback shall be a minimum of 3 feet from the rear property line.
- 6 A ~~secondary~~ accessory dwelling shall not exceed 20 feet in height, except when attached to the primary unit, the maximum height shall be that established for the primary dwelling.

6.2.3 Residential Site and Design Standards and Design Guidelines

A. Neighborhoods

1. The architectural character of new residential neighborhood areas or development ~~should~~ shall reflect ~~procure~~ historic elements ~~of historic~~ within the residential styles in a modern context. Each neighborhood ~~should~~ shall include a variety of styles.
2. New buildings ~~should~~ shall be designed to respect the privacy of adjacent buildings by restricting views directly into adjoining buildings and private yards.
3. New development ~~should~~ shall maintain compatibility in building layout, height, scale, and massing with existing residential development.

B. Parks and Open Space

1. A variety of parks and open space ~~are~~ shall be located ~~encouraged~~ within the Specific Plan Planning Area, designed and located to help promote public health. Refer to Chapter 5 for park, open space, and public facility concepts.
2. Parks or play areas ~~should~~ shall be dispersed and located to be easily accessible to each neighborhood area.
- 2.3. New multi-family residential development shall be designed with common open space and recreational features unless there is existing parkland within one-quarter mile walking distance.



New residential areas or development should reflect elements of historic residential styles in a modern context.



Parks or play areas should be dispersed within and easily accessed on foot within the planning area.



Impervious paving surfaces in landscaping should be minimized to the extent feasible.



Deciduous plantings are encouraged to provide maximum winter sun and summer shade.

4. Pocket parks (of one-half acre or less) ~~are encouraged as~~ shall be landscape amenities and as a means to give a distinct identity to residential areas.

5. New small play areas, parks, and plazas shall be provided to support future residential growth in the Specific Plan Planning Area, as suggested by the park and open space concept in Figure 5-1. These facilities shall be designed to support new infill residential and mixed-use developments and contribute and add to the network of open space and recreational facilities in the community.

C.—To comply with General Plan policy, parks and plazas shall be provided at a ratio of at least 3 acres per 1,000 residents. New development shall be required to dedicate and/or contribute on a fair-share basis to improving publicly accessible parkland according to City park standards

D.C. Landscaping

1. ~~A a combination of trees, shrubs, and ground cover is required to~~ Deciduous plant materials are encouraged to allow maximum winter sun and summer shade. Plantings may be deciduous.
2. Sustainable landscaping, with cClimate-appropriate landscaping plantings with efficient water use ~~is encouraged, required.~~
3. The use of impervious paving surfaces (concrete, asphalt) ~~should~~ shall be minimized, to the extent feasible limited to sidewalks, walkways, patios, ~~driveways~~ driveways, and parking spaces that meet the parking requirement. ~~Use of P~~permeable surfaces and paving materials ~~is encouraged, shall be utilized for~~ not less than 20 percent of the applicable paving surfaces.
4. Outdoor lighting on private lots ~~should~~ shall be designed and directed away from common boundaries and neighboring uses, ~~so that it does not intrude on neighboring uses or shine directly into the street.~~
5. Shade trees and landscape trees should shall be of appropriate species, including those that provide shade, stormwater management, aesthetic benefits, and screening to soften the impacts of large expanses of pavement and vehicle movement, based upon planting area and proximity to homes and sidewalks. Large shade trees need adequate room to grow as they mature and shall be spaced such that, at maturity, the drip lines do not overlap.

~~based upon planting area and proximity to homes and sidewalks. Large shade trees need adequate room to grow as they mature.~~

~~5.6. Yard areas facing the street should~~ shall be designed using landscape elements of 40 percent hardscape and 60 percent softscape.

~~6.7. Landscape design must consider water conservation strategies, consistent with the State of California~~ State Model Water Efficient Landscape Ordinance ~~MWELO.~~

6.2.4 Residential Building Design Guidelines ~~Standards~~

A. Architectural Details

A “cookie-cutter” appearance shall be avoided by incorporating significant changes in massing and rooflines between elevations of the same floor plan.

1. Architectural elements, such as front and side porches, bay windows, rooflines, front door entrances, massing, and facade detailing are important distinguishing residential design elements and ~~should~~ shall be incorporated in new development. These features and exterior colors ~~should~~ shall be varied between units and from house to house along a street.
2. Flat roofs ~~should~~ shall be avoided on single-family homes and garages.
3. Compatibility of color with the soft browns, blues, and greens that dominate the waterfront ~~should~~ shall be emphasized.
4. Buildings ~~should~~ shall be sited so that the first floor rests directly on grade. A minimum lift of ~~ten~~ 10 inches off the pad is encouraged in order to provide the home with a more substantial presence on the street.

~~Residential Garages~~

~~Garages should be tucked back into the house with limited exposure on the street or placed at the rear of the lot when motor courts or alleys are provided. Garage doors should be recessed for greater articulation and trash and storage areas incorporated within the garage or parking areas, where appropriate. Alley loaded garages shall be set back a minimum of three (3) feet from each side of the alleyway and provide wall hung light fixtures facing onto the alley. Fences Backyard fences are encouraged along motor courts and alleys. The height of side and rear yard fences shall not exceed six (6) feet. Side yard fences should be terminated three feet behind the front façade. Side yard fence setbacks on corner lots shall be a minimum of five (5) feet from the back of the sidewalk. The setback area in front of fences shall be landscaped. Fence setbacks along major streets (Lotz Way, Civic Center Boulevard, and Marina Boulevard) shall be at least fifteen (15) feet from the back of the sidewalk.~~

~~Front yard fences, where provided, are encouraged to be a maximum height of three (3) feet and may consist of wood or steel posts with wood pickets, rails, or decorative wrought iron that allows for eyes on the~~



Architectural elements, façade details, and exterior colors should be varied between units and house to house.



Basic building colors should use neutral colors, compatible with the waterfront.



Garages are encouraged at the rear of the lot and accessed by an alley or motorcourt.



Front yard fences are encouraged to be set back, landscaped, and designed to be visually open above the first 3 feet.

street. Front yard fences shall not exceed six (6) feet in height and where provided, above three (3) feet, fences shall be designed to be visually open and placed at the back of the sidewalk or set back and landscaped.

6.3 Commercial Development + Design Standards + Design Guidelines

The following development standards ~~and guidelines~~ apply to the commercial and ~~mixed-use~~ mixed-use zones within the Specific Plan Planning Area. The ~~guidelines and~~ standards set forth basic design principles, including building height, form and composition, storefront design, landscaping, and signage.



Downtown Suisun City has a historic architectural character ~~and small town charm~~ that should be preserved and enhanced.

As noted previously, design ~~guidelines standards~~ for commercial and mixed-use (residential and non-residential) development apply ~~both~~ based on the Land Use Zone of the proposed project ~~and also the Planning District within which the subject project site is located.~~

6.3.1 Intent

The City's intent is to preserve the historic architectural character ~~and small town flavor~~ of the Specific Plan Area, while encouraging new development and greater vibrancy, consistent with the goals, objectives, and standards of this Plan.

6.3.2 Commercial and Mixed-Use Mixed-Use Development Standards

Development standards for commercial and ~~mixed-use~~ mixed-use zones are summarized in Table 6-3 ~~Table 6.2~~.

Table 6.2: Commercial and Mixed Use Development Standards ~~Table 6-3~~

Land Use District	Downtown Commercial (DC)	Downtown Mixed-Use (DMU)	Main Street Mixed-Use (MSMU)	Historic Limited Commercial (HLC)	Waterfront Commercial (WC)
LOT / SITE DESIGN					
1. Lot Coverage ²	80% max	80% max	100% max	70% max	50% max
2. Density ³	N/A	N/A	N/A	N/A	N/A
3. Floor Area Ratio	0.25-2.0	0.30-3.0	0.30-2.0	0.25-1.0	0.25-1.0
4. Lot Area	4,000-sf min	3,000-sf min	2,500-sf min	2,500-sf min	2,500-sf min

Table 6-3: Commercial and Mixed-Use Development Standards¹

Land Use District	Downtown Commercial (DC)	Downtown Mixed Use (DMU)	Main Street Mixed Use (MSMU)	Historic Commercial (Commercial) (HC)	Waterfront Commercial (WC)
LOT / SITE DESIGN					
1. Lot Coverage ²	80% max	80% max	100% max	70% max	50% max
2. Density ³	N/A	N/A	N/A	N/A	N/A
3. Floor Area Ratio	0.25-2.0	0.30-3.0	0.30-2.0	0.25-1.0	0.25-1.0
4. Lot Area	4,000 sf min	3,000 sf min	2,500 sf min	2,500 sf min	2,500 sf min
5. Lot Width	50' min	50' min	40' min	40' min	40' min
6. Lot Depth	70' min	60' min	60' min	60' min	60' min
BUILDING PLACEMENT AND HEIGHT					
Primary Building Setback⁴					
1. Front Setback	0' min-20' max	0' min-15' max	0' min-15' max ⁴	5' min-15' max ⁵	5' min-15' max
2. Side Setback (street)	0' min-15' max	0' min-15' max	0' min-15' max	5' min-15' max	10' min-20' max
3. Side Setback (interior)	0' min (non) 15' min (res)	0' min (non) 15' min (res)	0' min (non) 15' min (res)	5' min (1-2 stories); 15' min (3+ stories)	0' min (non) 15' min (res)
4. Rear Setback ⁶	15' min	15' min	0' min (non) 15' min (res)	5' min	0' min (non) 15' min (res)
5. Height Limit	60' max	60' max ⁷	16' min; 50' max ⁷	35' max	35' max

Notes:

du/ac = dwelling units per acre, min = minimum, max = maximum, sf = square feet, non = nonresidential, res = residential

¹ Residential development within a commercial or mixed-use zone shall be subject to the development standards for the Residential High Density Zone (RHD), identified in Table 6-1.

² Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.

³ Density bonuses or increases may be allowed for the provision of affordable housing and project amenities, such as day care facilities and additional open space, as addressed in the Suisun City Zoning Code, Chapter 18.47 for residential density bonuses.

⁴ Yards and setback areas shall be landscaped in accordance with water-efficient landscaping standards, addressed in Title 20 of the Suisun City Zoning Code and the State Model Water Efficient Landscape Ordinance.

⁵ Front setbacks shall be consistent within five feet of with the setbacks of adjacent buildings on the street.

⁶ Rear garage setback for a detached garage shall be a minimum of 3 feet from the rear property line. Rear setbacks for an attached garage shall be the same as that required for the primary structure.

⁷ Building heights in the Downtown Core Planning District shall not exceed a maximum height of 50 feet. Building heights shall be stepped to respect the heights of existing adjacent residential development.



6.3.3 Main Street Mixed Use and Downtown Mixed Use Zones in the Downtown Core

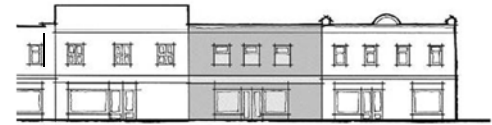
The following design standards and guidelines and development standards apply to the Main Street Mixed Use and Downtown Mixed Use Zones, ~~particularly within the Downtown Core Planning District.~~ This District consists primarily of commercial buildings typically built up to the sidewalk edge, rectilinear in form, with large storefronts on the ground floor facade. Where residential structures exist on the west side of Main Street, the residential standards and guidelines in Section 6.1 shall govern. Refer to Chapter 4 for street and streetscape design guidelines-standards for Main Street and other Downtown commercial and residential areas.



Downtown commercial structures are typically rectilinear and built to the edge of the sidewalk.

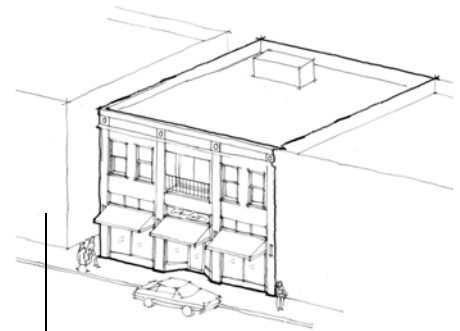
A. Building Height, Placement, and Setbacks

1. The height of new street-facing facades ~~shall~~ould be greater than sixteen (16) feet but no more than fifty (50) feet, as measured from the sidewalk to the top of the cornice.
2. Along Main Street, building facades shall be a minimum of 16 feet in height and appear as a two (2) story building, if not two (2) stories or greater in height.
3. Where building heights differ between adjacent properties, the adjacent heights of major facade elements, such as storefronts, ground floors, upper floors, sill lines and strong horizontal features, such as belt courses and cornices shall be related.
4. Buildings and facades shall be constructed to the back of the sidewalk of the adjacent street(s). Only entries and flanking display windows may be recessed from the property line. Doorways ~~should~~shall be designed to focus on the street to create more activity along the sidewalk.



Where building heights differ between adjacent properties, the height of adjacent major façade elements shall be related.

- 4.5. Businesses and buildings on Main Street shall face or and orient toward Main Street. Buildings on adjacent streets within the Downtown Core shall orient towards Harbor Plaza and/or the marina.



The scale of new infill construction shall be harmonious with that of adjacent buildings of historic interest.

B. Building Form and Style

1. Like the historic buildings on Main Street, building forms shall be primarily rectilinear and parallel to existing nearby streets or buildings. Oblique, polygonal, and circular-shaped buildings are prohibited.
2. Architectural Unique-character-defining architectural features of buildings that are eligible historical resources shall be maintained and respected or replaced in-kind in any renovation or remodeling work.
3. ~~The scale of new construction should~~shall be harmonious with that of adjacent buildings. ~~The scale of various design and~~



Exterior walls ~~shall~~ be designed with brick, wood, and painted or anodized finish metal.



New ~~storefronts~~ storefronts along Main Street ~~shall~~ approximate the rectangular form, proportions, and character of adjacent buildings of historic interest.



Canvas awnings attached above street level storefronts and windows ~~shall be used~~ are encouraged.

~~construction elements should~~ shall be consistent with adjacent buildings of historic interest.

4.3. When a new building is proposed to replace a historic structure, key architectural elements of the original building ~~should~~ shall be used in the construction of the new building.

5.4. The architectural character of new construction and rehabilitation shall reflect the traditional building forms of historic Suisun City by containing design elements that procure historic elements within the commercial styles in a modern context. ~~produce a similar visual image~~. Highly contemporary and articulated building forms are not permitted. “Wild West” themes typified by false front architecture, embellished with gingerbread-style detail, board- and- batten siding, and bright colors are not an appropriate or acceptable building motif.

C. Exterior Walls

1. Exterior walls ~~should~~ shall ~~usually~~ be designed with brick, wood, painted or architectural metal (such as cast iron and pressed metal with anodized finish or painted).
2. Except in limited amounts and in locations other than along Main Street, exterior wall materials not ~~normally~~ permitted include concrete, concrete block, stone veneer, stucco, granite, modern metal applications, large expanses of glass, tile, or plastic.
3. New storefronts along Main Street ~~should~~ shall approximate the rectangular shape, proportions, and architectural character of adjacent historic buildings ~~of historic character~~. Storefronts with recessed entries ~~are encouraged and should~~ shall be divided into three bands with a base, middle, and top, including a transom



~~Storefronts~~ Storefronts along Main Street ~~shall~~ be designed as three bands that include a base, middle, and top.

band, a band of display windows, and a small spandrel or paneled band under the display windows. One-story buildings ~~should~~shall have a solid wall space above the storefront and a cornice, with or without a parapet. Two-story buildings ~~should~~shall usually have a horizontal band and a second floor with windows and cornice. All of the above bands ~~should~~shall align with those of adjacent buildings to the extent possible.

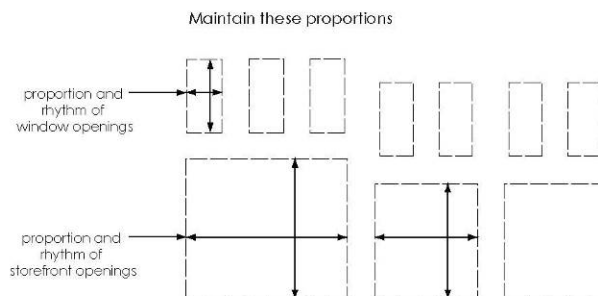
4. If provided, awnings ~~should~~shall be regularly cleaned and maintained. Awnings shall go through design review. Metal and glass awnings are ~~discouraged~~not permitted. Mansard, free form, and geometric form awnings or other sidewalk covers are discouraged. Care ~~should~~shall be taken in choosing the size, type, location, configuration, and color of awnings to ensure compatibility with the building's architecture and the character of adjacent structures. Awnings or canopies that obscure transom windows or that are used primarily for signage rather than cover are not permitted.
5. ~~Wooden balconies, canopies, and porches are traditional to some types of buildings and are encouraged. Protrusions such as balconies, canopies, and porches, although encouraged, are subject to design review, where appropriate. The creation of such elements should~~shall ~~be carefully considered to ensure compatibility with the style of historic structures along Main Street. Protrusions such as balconies, canopies, and porches must~~undergo architectural design review, as appropriate, to ensure compatibility with the style of historic structures along Main Street. Other important architectural features ~~should~~shall not be obscured or destroyed in the building of these features.
6. Retail continuity along Main Street's west side is essential. Storefronts ~~should~~shall be varied in design and architectural character, but continuous where possible along each block. Storefronts ~~should~~shall wrap around corners to create a sense of transparency and activity at intersections.
7. Buildings at key intersections (such as Main Street and Driftwood Drive) ~~should~~shall be designed to "mark the corner" with such architectural features as a tower or a cupola. Such features may be erected to a greater height than fifty (50) feet, provided the design is in keeping with the overall architectural character of the structure and surroundings.
8. The backs and sides of buildings that are visible from public streets ~~should~~shall incorporate window and door openings, where possible. For new construction, backs and sides ~~should~~shall be as carefully designed as front facades. On existing buildings, original openings ~~should~~shall be restored or compatible new ones provided where feasible. ~~Interesting details, awnings, painting, and landscaping should also be used to add visual interest to these areas.~~



Traditional design features, such as wooden balconies, canopies, and porches ~~are encouraged~~shall be used.



Buildings at key intersections, such as Main Street and Driftwood Drive ~~shall~~ould be designed to mark the corner.



Windows ~~shall~~^{should} be organized vertically, in multiple bays, although several vertical elements may be combined to form a horizontal opening.





Upper floor facades ~~should~~ be composed of solid surfaces with punched openings for individual or sets of windows.



False fronts or parapet walls ~~should~~ conceal pitched or flat roofs.



Exterior colors ~~should~~ complement the color of neighboring buildings or storefronts and the overall Downtown landscape

D. Windows and Doors

1. Except on narrow building fronts, windows ~~should~~shall be organized in multiple bays, in coordination with ground-level storefronts. The directional expression of windows and doors ~~should~~shall be vertical, although several vertical elements may be combined to form a horizontal opening.
2. Fenestration ~~should~~shall be heavy wood rectilinear assemblies. Metal window assemblies or metal window frames are discouraged. Fenestration ~~should~~shall be well proportioned and compatible with the dimensions of a given wall.
3. Glass in windows, doors, and transoms ~~should~~shall primarily be kept clear. Plastic materials ~~should~~shall not be used in place of glass.
4. Upper floor facades ~~should~~shall be composed as solid surfaces with punched openings for individual windows or discrete sets of windows. The openings may be highlighted with special treatment at the head, sill, and/or sides, such as special brick coursing, arched heads, or other accents.
5. Large areas of blank wall with few openings or enriching details ~~should~~shall be avoided on street facades. New and substantially rehabilitated buildings ~~should~~shall have wall to window area ratios and proportions that are similar to the traditional Downtown buildings. For minor rehabilitated buildings, existing window openings, which have been boarded up, stuccoed, or painted over ~~should~~shall be restored and reglazed.
6. Original or existing storefront areas and window openings ~~should~~shall not be filled in or covered up from either the interior or exterior of the building. Where buildings with retail storefront display areas have been converted to non-retail uses, such as offices, the storefront glazing ~~should~~shall not be covered over or permanently obscured. Removable interior window coverings may be used to provide some degree of privacy, but visual contact with the street ~~should~~shall be maintained to the maximum extent feasible.
7. At least 50 percent of the ground floor shall include windows, door, glazing that is transparent and allows views of the interior
- 6.8. At least one main entrance shall be directly from the street.

E. Roofs

1. Building roofs ~~should~~shall reflect the historic styles in the Downtown Core and ~~should~~shall be either gable, gambrel, hip, or shed. False fronts or parapet walls ~~should~~shall conceal pitched or flat roofs from view along Main Street. Mansard, free form, and geometric roof shapes are discouraged. Flashings ~~should~~shall be unobtrusive.

2. Pitched roofs ~~should~~ shall ~~usually be~~ include dark asphalt shingles. Roofing materials not normally allowed include weathered wood shingles, concrete, plastic tile, or fabric.

~~2.3. Rooftops with mechanical equipment~~ should shall be concealed.

F. Color

1. Choice for building exteriors may express individual taste, but ~~should~~ shall always contribute to the historical character of the area. Exterior colors ~~should~~ shall harmonize with other colors on the same building and on the streetscape.
2. Exterior colors ~~should~~ shall complement the colors of neighboring buildings or storefronts and ~~should~~ shall ~~be selected to be mutually supportive and beneficial~~ add to the overall character of the streetscape.
3. Where brick has been painted, repainting is appropriate. Where brick ~~was unpainted and~~ remains unpainted, use of paint on the exterior is prohibited.
4. Colors for building walls and storefronts ~~should~~ shall be uniform for a shop, which occupy multiple storefront buildings.
5. The use of different colors to mark individual shops within a building can be visually disruptive and obscure the overall composition of the facade. Where existing buildings have been painted in this manner, they ~~should~~ shall be repainted complementing colors when rehabilitation or change in tenancy occurs.
6. A range of complementary colors may be selected for signs and awnings of individual shops within the same building. The sign and awning color of individual businesses ~~should~~ shall be coordinated wherever possible. Patterned or multi-colored awnings ~~should~~ shall be used with care and in consideration of the color(s) of adjacent awnings.



Complementary colors ~~shall~~ ould be selected for signs and awnings of individual shops within the same building.

6.3.4 Historic ~~Limited~~ Commercial Zone

~~The Historic Limited Commercial Land Use Zone occurs in both the Downtown Core Planning District and Historic Suisun Planning District.~~

The buildings that front on Main Street between Morgan Street and Cordelia Street and the areas within the HLC zone are predominantly residential ~~in design and character~~. These structures are expected to convert to retail or limited commercial uses over time. The following sections address these “transitional” buildings and provide standards ~~and guidelines~~ for their renovation for commercial use. ~~These guidelines~~ Standards also apply to the design of new commercial structures so that residential elements are incorporated and are compatible with the existing structures in which they adjoin.



Additions to existing structures shall be a height and scale that does not overwhelm the original building.



Setback areas shall be adequately landscaped to provide a residential character and green buffer to the street.



Unique architectural features and the residential quality and appearance of structures should be maintained.



Conversion of a residential structure to a commercial use should not destroy the character of the building.



New larger buildings should use smaller-scaled elements that approximate the scale or form of adjacent residential development.

A. Building Height, Placement, and Setbacks

1. The maximum height of any new building or addition to an existing building shall be thirty-five (35) feet. ~~The maximum height limitation matches that specified for the adjacent residential district. This will allow for an appropriate transition in scale between commercial and residential zones.~~
 2. Additions to existing structures shall ~~be not exceed the height of the original building by more than 80 percent and shall not exceed the square footage of the original building by more than 50 percent~~ of a height and scale which does not overwhelm that of the original building.
 3. Building setbacks ~~should~~shall be provided from all property lines. The front yard and side setback from the street ~~should~~shall approximate that of adjacent residential buildings on the block. Rear and side setbacks ~~should~~shall be similar to those provided for existing residential buildings, with greater setbacks provided for new structures or additions of significantly greater height or scale.
- Building setbacks from the street will help to maintain a consistent street wall and signal the transition from the commercial area to the adjacent residential area. Side and rear setbacks can provide buffer zones to protect the privacy of adjacent residential areas.
4. Setback areas shall be adequately landscaped to provide a residential character to the street and to form green buffers between buildings. The presence of trees and planting around buildings is typical of residential areas and will provide an appropriate transition between them and the commercial area.

B. Building Form and Composition

1. Unique architectural features and the overall residential quality and appearance of a structure ~~should~~shall be maintained and respected. Major form-giving elements to be retained include pitched rooflines, projecting or recessed entry porches, dormers, and bay windows. Important features and details may include multi-paned windows set in wood frames, overhanging eaves, decorative brackets and ~~balustrades~~balustrades, and substantially designed porch bases and steps.

The conversion of a residential structure to commercial use ~~should~~shall not destroy the residential character of the building. Where modifications are necessary to improve access, they ~~should~~shall be done in a manner that is least disruptive of the original building fabric. Closing or filling porches or window



openings destroys the building's character and is ~~inappropriate~~prohibited.

2. New construction and additions to existing buildings ~~should~~shall utilize the major residential form-giving elements described above.
3. Roof forms ~~should~~shall be expressed rather than concealed behind parapets or false fronts. Appropriate forms are those typically used for residential development in and adjacent to the area. These include hip, ~~gable~~gable, and shed forms with projecting eaves. Roof forms for building additions ~~should~~shall be consistent with those of the original structures.
4. Building massing ~~should~~shall relate to the scale of surrounding residential structures. Where a new building will be significantly larger than surrounding structures, it ~~should~~shall be composed of smaller elements that approximate the scale or form of the existing adjacent residential structures.

In order to avoid changes in scale that would overwhelm adjoining residential structures, new buildings ~~should~~shall use smaller-scaled elements as building blocks. Devices, such as partial or full setback upper floors, building projections or recesses, and changing or articulated roof forms help to reduce the apparent mass of a building.

C. Material Finishes and Colors

1. Exterior wall materials ~~should~~shall be limited to those commonly used for residential buildings, including wood siding, and brick.
2. Additions to existing buildings ~~should~~shall be finished in the same material as the original structure. Complementary materials, such as wood shakes with wood siding or brick with stucco may be used for architectural accents or special details.
3. Existing window openings and multi-paned windows ~~should~~shall be retained. Large ~~expenses~~expanses of glass ~~should~~shall be avoided in building additions and new construction in favor of individual window openings with multi-paned windows or multiple window units.
4. Window frames shall be of painted wood, metal, dark anodized aluminum, or in the case of a renovation, a material and finish which matches the existing original window frames.
5. Metal window grilles or other exterior devices, which imply security problems, are discouraged.

Visible security devices detract from the area's image. Security problems ~~should~~shall be addressed in less visible ways, such as internal alarm systems, which will not detract from the visual image of the area.



Exterior wall materials ~~shall~~should use traditional residential building materials, such as wood siding, stone, and brick.



Use of fabric ~~awnings~~is encouragedshall ~~be used~~, where appropriate to the

6. Appropriate paint colors for building wall surfaces include white or light, neutral pastels similar to those called for in other commercial zones, medium toned natural finishes for brick. Where wood siding or shakes are used, darker stains or painted finishes may also be appropriate. Trim elements and details may be painted to match the building wall or in a contrasting color.
7. ~~The use of fabric~~ Fabric awnings is encouraged shall be used where appropriate to the design of the building. If used, Awnings should shall be placed to avoid obscuring architectural features or overwhelming the scale of the building. Awnings may be placed over windows or entries but must be attached directly to the building and be self-supporting. Extended sidewalk canopies are ~~inappropriate~~ prohibited.

6.3.5 ~~Commercial/Office/Residential and Waterfront~~ Commercial Land Zones

~~The Commercial/Office/Residential and Waterfront Commercial Land Use Zones occur within both the Downtown Core and the Southern Waterfront Planning Districts. These areas adjacent to the waterfront are related to the historic Downtown, yet have very different characteristics. Proposed uses within these parcels are intended to build upon and enhance the character and function begun on these sites. The following design guidelines address the unique character of these two distinct opportunity areas.~~

~~C/O/R Zone Design Guidelines~~

~~All commercial buildings should have facades built to the back of the sidewalk, in order to maintain an active and interesting edge for window shoppers, strollers, and passersby.~~

~~Residential setbacks, where applicable, should be consistent with residential development in the Victorian Harbor neighborhood.~~

~~In keeping with the historic character, the linear frontage of new buildings along Main Street south of Driftwood Drive should not exceed fifty (50) feet. Commercial or mixed-use development north of~~

~~Driftwood Drive may be larger. The design of the building should still emphasize the vertical appearance of smaller increments of building frontage that preserves the pedestrian quality present along Main Street.~~

~~New development and buildings should be designed to maximize waterfront views and access from common area spaces, as well as front onto the major surrounding streets, including Main Street, Lotz Way, and Civic Center Boulevard.~~

~~New development and buildings should be designed to maximize waterfront views and access from common area spaces, as well as front onto the major surrounding streets, including Main Street, Lotz Way, and Civic Center Boulevard.~~

~~New development and buildings should be designed to maximize waterfront views and access from common area spaces, as well as front onto the major surrounding streets, including Main Street, Lotz Way, and Civic Center Boulevard.~~

~~A. Flexibility in the application of these design guidelines can be attained through the PUD process.~~ **Waterfront Commercial Zone Design Guidelines** Standards

New development in this area shall be guided by the design guidelines standards in Section 6.3.4, addressing the Historic Limited Commercial zone, and the following additional guidelines standards.

The area located north of the City boat ramp is intended primarily to accommodate the service retail needs of boaters and marine-related



New waterfront development ~~shall~~ ould be consistent with the scale and character of existing waterfront commercial development.



Existing office and hotel uses in the Commercial/Office/Residential zone north of the former Sheldon Oil site.

industries. Design of these buildings shall be reflective of traditional maritime architecture; that is, buildings with high ceilings, and large floor areas, but which reflect the character of the Waterfront and do not obscure it from view. ~~This area is the subject of a recent planning study, "the South Waterfront Design Report."~~ The South Waterfront Design Report ~~which should~~ shall be referenced for the area development of the area, ~~referenced in Figure 6-1 as Opportunity Area I.~~

The following design ~~guidelines~~ standards ~~should~~ shall be observed within the Waterfront Commercial zone.

1. Roofs ~~should~~ shall be pitched, without parapet facades. Flat roofs are ~~inappropriate~~ prohibited.
2. Extensive areas of glazing or storefronts shall be utilized where the building faces a public street, common area, or the waterfront.
3. ~~Maximum building height is thirty-five (35) feet.~~

6.3.6 **Downtown Mixed Use Zone in the Suisun-Fairfield Train Depot Planning District** within ½ mile of the Suisun-Fairfield Train Depot

B. Building Height, Placement, and Setbacks

1. The height of new buildings ~~should~~ shall be multi-story, but no more than fifty (50) feet, as measured from the sidewalk to the top of the roof line.
2. ~~Where building heights differ with adjacent properties in the Downtown Commercial Core, building heights shall be stepped to respect the scale of existing adjacent development.~~
3. ~~2.~~ Where building heights differ between adjacent properties, the adjacent heights of major facade elements, such as storefronts, ground floors, upper floors, sill lines, and horizontal features, such as belt courses and cornices shall be related.
4. ~~3.~~ Building facades and openings ~~should~~ shall be designed to front onto Main Street or Downtown side streets rather than facing the railroad tracks.
5. ~~4.~~ Setback areas shall be adequately landscaped to provide an appropriate transition between the commercial development on Main Street, the residential development south of the district, and streets and parking areas.
6. ~~5.~~ Public open space ~~should~~ shall be internally located and buffered from rail or freight traffic.

C. Building Form and Style

1. Building massing ~~should~~ shall relate to the scale of surrounding Downtown structures. Where a new building will be larger than surrounding structures, it ~~should~~ shall be broken down into



Setback areas shall be adequately landscaped to provide a residential character and green buffer to the street.



Building massing ~~shall~~ should be broken to smaller massing, approximating the scale or form of existing adjacent structures.



Contemporary design and reuse of industrial structures ~~shall be used~~ are encouraged.



Exterior walls ~~shall~~ should be designed with brick, wood, and painted or architectural



Windows ~~shall~~ should be organized into multiple bays.

smaller elements and massing which approximate the scale or form of the existing adjacent structures.

Design strategies, such as partial or full setback upper floors, building projections or recesses, and changing or articulated roof forms help to reduce the apparent mass of a building.

2. New construction and renovation of existing buildings shall respect the waterfront design themes and historic character in the Planning Specific Plan Area and ~~should~~ shall maintain the distinct character of the Downtown Waterfront District.
3. More contemporary building designs and reuse of industrial structures ~~are encouraged~~ shall be utilized in this district, while respecting the traditional design elements of Main Street and the adjacent residential neighborhoods in Old Town.

D. Exterior Walls

1. Exterior walls ~~should~~ shall usually be designed with brick, wood, painted or architectural metal (such as cast iron and pressed metal with anodized finish or painted), consistent with materials encouraged for commercial development along Main Street.
2. Balconies, canopies, and porches are encouraged and ~~should~~ shall be designed to be compatible with the appearance of adjacent structures.
3. The back and side of buildings, visible from public streets, ~~should~~ shall incorporate window and door openings, ~~where possible~~. In new construction, backs and sides ~~should~~ shall be carefully designed as front facades. On existing buildings or building renovations, original openings ~~should~~ shall be restored or compatible new ones provided, where feasible. Interesting details, awnings, painting, and landscaping ~~should~~ shall be used to add visual interest to these areas.

E. Windows and Doors

1. Except on narrow building fronts, windows ~~should~~ shall be organized in multiple bays.
2. Glass in windows, doors, and transoms ~~should~~ shall primarily be kept clear. Plastic materials ~~should~~ shall not be used in place of glass.
3. For rehabilitated buildings, existing window openings, which have been boarded up, stuccoed, or painted over ~~should~~ shall be restored and reglazed.
4. Removable interior window coverings may be used to provide some degree of privacy, but visual contact with the street ~~should~~ shall be maintained.
4. ~~to the maximum extent feasible.~~

F. Color and Material Finishes

1. Choice for building exteriors may express individual taste, but ~~should~~shall contribute to the character of the Waterfront District.
2. Exterior colors ~~should~~shall harmonize with landscape themes in the district and Downtown waterfront themes.
3. The use of different colors to mark individual shops or residential units within a mixed-use building ~~should~~shall be avoided. However, accent colors applied to highlight architectural features and trim elements and details painted in a contrasting color, compatible with the building wall are encouraged.
4. Window frames shall be of painted wood, metal, dark anodized aluminum.
5. A range of complementary colors may be selected for signs and awnings of individual shops within the same building. The sign and awning color of individual businesses ~~should~~shall be coordinated, wherever possible.

A. ~~Downtown Commercial and Downtown Mixed Use within the Western Marina and Highway 12 Planning District~~

B.A. Public Space and Pedestrian Amenities

1. Public spaces, such as plazas, courtyards, and outdoor dining spaces ~~should~~shall be designed to enhance the vitality of the district and support commercial patronage.
2. Public spaces, plazas, and courtyards ~~should~~shall be designed as outdoor living rooms, enhanced with seating and other pedestrian furniture, street lights, shade, and landscaping.
3. Street furnishings and landscaping, including planters or tree grates and potted plants, ~~should~~shall be provided along walkways, to support a pleasant urban retail experience.
4. Public art ~~should~~shall be considered for focal points or gateway entrances into the commercial district.
5. Textured or colored pavement ~~should~~shall be used to clearly define pedestrian access ways or intersection crossings, articulate different sidewalks activity zones, and highlight special areas within the district.

C.B. Building Height, Placement, and Setbacks

1. The height of new buildings are encouraged to be multi-story to establish a pedestrian-friendly character, consistent with the Downtown Waterfront District, but ~~should~~shall be no more than sixty (60)- feet, as measured from the sidewalk to the top of the building roof line.



Exterior colors ~~shall~~ould be chosen to complement the architectural and landscape themes in the district.



Public spaces ~~shall~~ould be provided to enhance commercial vitality and activity in



Street furnishings and landscaping can help support a pleasant, urban retail experience.



Commercial building facades ~~shall~~ould front onto the sidewalk to maintain an active edge for shoppers and pedestrians.



Buildings ~~are encouraged to~~shall be clustered to support a pedestrian-friendly shopping experience.



Architectural details, such as doors, windows, building lines, signage, and overhangs ~~should~~ **shall** be used to articulate the building.



Color and different architectural treatments ~~shall~~ **should** be used to distinguish individual tenants in multitenant buildings.



Commercial storefronts and ground floor common areas ~~shall~~ **should** provide a transparent façade along the street.

2. Commercial buildings ~~should~~ **shall** have facades built to the edge of the sidewalk in order to maintain an active and interesting edge for window shoppers, strollers, and passersby.
3. To nurture a pedestrian-focused community, buildings ~~should~~ **shall** be designed to front onto the commercial main street or internal common space. Setbacks ~~should~~ **shall** be landscaped and buildings ~~should~~ **shall** be oriented to activate common spaces and public rights-of-way, with courtyards, plazas, seating, and other public amenities.

D.C. Building Form and Style

1. Building forms shall be primarily rectilinear and parallel to existing nearby streets or buildings.
2. Commercial buildings ~~are encouraged to~~ **shall be** clustered to support a pedestrian-friendly shopping environment.
3. Buildings at key intersections ~~should~~ **shall** be designed to "mark the corner" with architectural features, such as towers.

E.D. Exterior Walls

1. Large areas of blank wall with few openings or enriching details ~~should~~ **shall** be avoided on street facades. The backs and sides of buildings, which are visible from public streets, ~~should~~ **shall** incorporate window and door openings, where possible. Building backs and sides ~~should~~ **shall** be as carefully designed as front facades. Interesting details, awnings, painting, and landscaping ~~should~~ **shall** be used to add visual interest to these areas.
2. Exterior walls ~~are encouraged to~~ **shall be** designed with traditional building materials, such as brick, wood, painted or architectural metal (such as cast iron and pressed metal, with anodized finish or painted).
3. Doors, windows, cornice lines, floor lines, signage, and overhangs ~~should~~ **shall** be incorporated into the building design to support interesting building façades.
4. Individual tenants in a multi-tenant structure ~~should~~ **shall** be easily distinguished, using architectural features, including:
 1. columns, piers, or pilasters placed between building bays;
 2. building setback variations for recessed entrances, niches for landscaping, outdoor seating or dining, or other pedestrian amenities;
 3. arcades and roof overhangs; and
 4. changes in building or roof heights between adjacent tenants.



5. ~~Canvas awnings~~ Awnings, attached above street-level storefronts and over individual windows, ~~are encouraged~~ required may be used. Canvas awnings may be used. If provided, awnings ~~should~~ shall be regularly cleaned and maintained. Care ~~should~~ shall be taken in choosing the size, type, location, configuration, and color of awnings to ensure compatibility with the building's architecture ~~and the character of the district.~~

F.E. **Windows and Doors**

1. Commercial storefronts and ground floor common areas ~~should~~ shall provide a transparent façade along the street, consisting of storefronts, entries, and windows.
2. Storefronts ~~should~~ shall be varied in design and character, but continuous where possible along each block. Storefronts ~~should~~ shall wrap around corners to create a sense of transparency and activity at intersections.
3. Doorways ~~should~~ shall be designed to focus on the street to create more activity along the sidewalk.

G.F. **Color and Material Finishes**

1. Choice for building exteriors may express individual taste, but ~~should~~ shall contribute to the waterfront themes of the Downtown Waterfront District. Exterior colors ~~should~~ shall complement the colors of neighboring buildings or storefronts and ~~should~~ shall be selected to be mutually supportive and beneficial to the overall character of the streetscape.
2. Colors for building walls and storefronts ~~should~~ shall be uniform for a shop, which occupy multiple storefront buildings.
3. The sign and awning color of individual businesses ~~should~~ shall be coordinated, wherever possible.



Color ~~should~~ shall be selected to coordinate with the streetscape and landscape themes of the district.

6.3.7 Public FacilityCivic and Open Space StandardsPublic Facilities

Table 6-4: Table 6.3: Public FacilityCivic and Open Space Development Standards

Land Use District	Public FacilitiesCivic (PFC)	Park or Open Space (P/OS)
A. LOT / SITE DESIGN		
1. Lot Coverage ¹	80% of the lot	20% of the lot
2. Density	N/A	N/A
3. Floor Area Ratio	N/A	N/A
4. Lot Area	N/A	N/A
5. Lot Width	N/A	N/A
6. Lot Depth	N/A	N/A
B. BUILDING PLACEMENT AND HEIGHT		
Primary Building Setback³		
1. Front Setback	0' min	20' min
2. Side Setback (street)	0' min	20' min
3. Side Setback (interior)	0' min	10' min
4. Rear Setback ⁴	0' min	15' min
5. Height Limit ⁵	50' max	35' max

Notes:

du/ac = dwelling units per acre; min = minimum; max = maximum; sf = square feet; nonresid. = nonresidential; resid. = residential

¹ Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.

² Setback areas shall be landscaped as addressed by the Suisun City Zoning Code.

³ Front setback shall be consistent within five feet of with setbacks of adjacent buildings on the street. Garage shall be no closer than 15 feet from the front property line.

⁴ Rear garage setback shall be a minimum of 3 feet from the rear property line.

⁵ Building heights shall be stepped to respect the heights of existing adjacent development.



6.4 General Development Standards

6.4.1 General Requirements

A. Buildings

1. Where originally constructed building facades remain, their appearance ~~should~~shall ~~shall~~ not be altered. Such facades ~~shall~~ould be repaired and preserved. Where facades have been altered, as much original material and details shall be retained in the rehabilitation as possible.
2. Existing windows and door openings that have been boarded up or painted over shall be restored and reglazed. Replacement windows and doors shall meet ~~all of~~all the requirements of Section 6.3.3.D. Awnings, where provided, shall be regularly cleaned and maintained.

B. Landscaping

~~Landscaped front yards, especially lawns, are an important~~Landscaping is an transitional feature between the public and private realms, and ; ~~which should~~shall be maintained and improved.

1. Landscaping around the perimeter of buildings and parking areas provides a visual extension of the front landscaping and a green buffer between building and land uses. Landscaping shall be provided in front ~~yard~~setback areas and in setback areas around the perimeter of buildings and parking areas, where provided.
2. Landscaping shall be provided within parking areas where needed to break up large expanses of parking and/or to provide additional shade, as required by the City's Zoning Code.

C. Mechanical Equipment and Service Areas

All mechanical equipment, whether on rooftops or at ground level and service areas shall be adequately screened from view?

1. Mechanical equipment, conduit, utility equipment, HVAC units and trash disposal areas, visible from a public right-of-way or common area, shall be screened from view.
2. Where conduit or equipment cannot be screened without disrupting or covering other important features of the building, these shall be painted to match the adjacent surface to reduce their visibility as much as possible.
3. Trash areas, storage, and service areas shall be screened from public view with a wall or fence and landscaping. Trash enclosure shall be designed and located, so as not to be visible from adjacent streets or properties.

D. Use of Public Right-of-Way

Merchandise, whether for sale or rent, shall not be placed on display upon the public right-of-way except by special permit ~~and approval of the City Council.~~

6.4.2 Sign Standards

The following standards address the number, location, size, and types of allowable signs applicable to all uses throughout the Specific Plan Area, ~~except within the C/O/R zone. Within the C/O/R zone, the PUD process may establish a specific signage program unique to the area.~~ Additional signage standards, included in Chapter 18.54 ~~44~~ of the Suisun City Zoning Code also apply, except where in conflict with the more restrictive standards of this Specific Plan. Where this section is silent, the standards of the Zoning Code shall apply.

A. Type and Placement

1. Signs ~~should~~ ~~shall~~ ~~shall~~ be designed to directly relate to the exterior design of the building. Signs ~~should~~ ~~shall~~ not cover important features or cross transitions between features. Signs ~~should~~ ~~shall~~ be at the first floor level, ~~should~~ ~~shall~~ not project above the cornice or fascia line, and ~~should~~ ~~shall~~ be primarily oriented to the pedestrian. However, painted lettering on second story windows, to identify separate uses located there, is appropriate.
2. Signs ~~should~~ ~~shall~~ ~~shall generally~~ be flush with the facade and not protrude more than eight (8) inches from the wall. Projecting signs may be considered when the sign does not conflict with the building's exterior design.
3. Under canopy signs and signs ~~ing~~ painted on canvas awnings are permitted. Symbolic three-dimensional signs, such as barber poles, ~~are encouraged~~ ~~can be utilized~~. Moving and rotating signs are permitted.
4. Freestanding signs are not allowed, except to identify a specific development, district, or multiple-business complex. One permanent directory or freestanding master identification sign, not to exceed twenty-five (25) square feet per sign face, is allowed at each main entrance to a public street.
5. A projecting sign or shingle sign may be permitted to be placed on a building frontage only if all of the following ~~Standards~~ ~~standards~~ are met:
 - a. The sign is historically accurate or appropriate for the building.
 - b. The sign does not impair the visibility of adjacent signs.



- c. The size, location, and materials of the sign are compatible with the building and conform to the requirements of this section.
6. The height of the sign does not extend above the cornice line of a one story building or the sill of a second floor window.
7. A permanent sign is limited to the name and graphic logo of the business, the type of service rendered, the principal brand names or classification of merchandise for sale, and street address. Brand names may occupy not more than twenty-five percent (25%) of the allowable sign area, except for storefront window signs.
8. Neon signs are permitted only when all of the following standards are met.
 - a. The sign does not impair the visibility of adjacent signs.
 - b. The sign, location, and materials of the sign are compatible with the building and conform to the other requirements of this Chapter.
 - c. ~~The sign is more appropriate than an otherwise illuminated sign.~~ Where an otherwise illuminated sign is not possible.

B. Sign Area

1. A maximum area of one (1) square foot of signage may be permitted for each linear foot of a business on a primary frontage (facing a public street, public parking lot, or public space) not to exceed forty (40) square feet on any one frontage.
- ~~1.2.~~ A maximum of one-half (1/2) square foot of signage may be permitted for each linear foot of a business on a secondary frontage (facing an alley, private driveway, an adjacent building, private parking or service area) not to exceed twenty (20) square feet on any one frontage.
- ~~3.~~ Further, projecting signs shall not exceed twenty (20) square feet per sign face and shall not project more than four (4) feet from the wall.
- ~~4.~~ The maximum areas ~~of signing~~ noted above shall apply to all wall, window, and projecting signs and signs painted on awnings.
- ~~2.~~ ~~Further, projecting signs shall not exceed twenty (20) square feet per sign face and shall not project more than four (4) feet from the wall.~~
- ~~3.5.~~ Each business with first floor frontage or direct sidewalk access may have a pedestrian-oriented sign attached below a canopy not exceeding three (3) square feet per sign face and with a minimum clearance of eight (8) feet above the sidewalk. Such a sign will not count as part of the maximum business sign allowance.

- 4.6. Multiple business directories may be permitted when not exceeding two (2) square feet per tenant and twenty (20) square feet total per sign face. Such a sign will not count as part of the maximum business sign allowance.

C. Materials

1. Signs ~~should~~shall ~~shall~~ be painted and/or carved wood, wrought iron, cut out, non-reflective metal lettering such as brass, or glass (including stained glass). Signs painted directly on plain surfaces, windows and canvas awnings are generally appropriate. Metal "can" signs are not permitted. Decorative neon identification signs may be used as an accent or design feature, but shall not dominate the general appearance of the facade.

D. Graphics

1. Graphics ~~shall~~ould be simple and bold. Lettering styles ~~should~~ shall be in keeping with the area's historic character.

E. Illumination

1. Illumination ~~should~~ shall ~~generally~~ be indirect such as that provided by "goose necked" light fixtures. ~~In some instances, signs may be floodlighted or may utilize exposed incandescent light bulbs.~~
2. ~~No interior illuminated signs are permitted. Fluorescent, flashing, and intermittent, and interior-illuminated signs are illumination is not permitted~~ prohibited.

F. Temporary Signs

1. Temporary signs pertaining to special store events or sales lasting no more than thirty (30) days may be painted or affixed to display windows provided that their total area shall not exceed twenty-five percent (25%) of the window area.
2. Banners or other promotional signs may be displayed for up to thirty (30) days; provided that the total area of all temporary signage displayed (including window signage) shall not exceed the allowed area of the permanent signage.
3. All such temporary signage shall be displayed for no more than thirty (30) days. The same or similar signage shall not be replaced within thirty (30) days after removal.

G. Illegal Construction

If the Administrator finds that any sign has been constructed or erected in violation of the provisions in effect at the time of such construction, ~~he/she/they~~ shall give written notice of such conditions to the ~~to the owner of the property~~ owner upon which the sign is located to remove or alter the sign so as to comply with this Chapter. Thirty (30) days after such notice, such signs may be removed or altered to comply with



legal standards by the Administrator at the expense of the permittee or the ~~owner of the~~ property owner upon which the sign is located.

6.4.3 Parking Standards

Parking regulations are established to ensure adequate parking facilities are provided ~~in order to~~ to meet the parking demand anticipated for development.

A. Minimum Parking Requirements

The minimum number of off-street parking space shall be provided for each land use, as summarized in ~~Table 6-4~~ Table 6-4. For uses not listed in the table, refer to ~~the City~~ Zoning Code Chapter 18.42, Parking and Loading Areas. The parking standards in ~~Table 6-4~~ Table 6-4 apply to any new building or use, except as follows:

- I. For existing structures, only those off-street parking spaces required at the time of construction, addition, or substantial modification of the structure, or are present on the site at the time of adoption of this Specific Plan, are required to be maintained as off-street parking spaces. Any additional floor area to an existing structure or construction of new structures made subsequent to the effective date of this Plan shall require the provision of off-street parking as provided in ~~Table 6-5~~ Table 6-4.

~~Table 6-5:~~ Table 6-4: Off-Street Parking Requirements

Land Use*	Minimum Number of Parking Spaces Required*
RESIDENTIAL LAND USES	
Single-Family Residential	1 covered space and 1 uncovered space per unit
Multi-Family Residential ^{**1}	
—Studio	1 space per unit
—One-Bedroom	1 space per unit
—Two+ Bedrooms	1.5 space per unit (1 space should be covered)
—Guest spaces	1 space per 5 units, except that on-street parking may be substituted for visitor parking where sufficient on-street parking space is provided on the street adjacent to the development.
NON-RESIDENTIAL LAND USES	
Hotel/Motel	1 space per room
Commercial or Public Use	Refer to parking requirement in the City Zoning Code, except that the minimum off-street parking spaces shall not be greater than 1 space per 300 gross square feet. <u>Proposed buildings of less than 5,000 square feet with adjacent on-street parking shall not be required to provide any off-street parking.</u>

Notes:

* ~~At the discretion of the City, parking within the one-quarter mile radius of the Suisun City train~~

~~depot may be waived.~~

~~2.1. For developments containing five or more units, up to thirty-five percent (35%) of the required uncovered spaces may be compact car spaces.~~

~~*** On-street parking spaces adjacent to the property street frontage may be used to satisfy required off-street parking requirements.~~

- ~~At the discretion of the City, p~~Parking within the one-quarter mile radius of the Suisun City train depot ~~may~~will be waived.

B. Parking in Commercial and Mixed Use Zones

Generally, parking required for existing and proposed new uses within most of the commercial and mixed use zones will be met by a combination of public and private on- and off-street public parking facilities, associated with specific uses and properties. Public parking is provided on Main Street, in and around the marina and Harbor Plaza. Because of the variety of uses envisioned in the Planning Specific Plan Area, peak demand periods will vary, allowing opportunities for shared facilities by more than one use or property.

1. Required parking for all existing uses ~~in existence~~ at the date of adoption of this Specific Plan ~~can be~~are satisfied by existing private on-site facilities and public parking on Main Street and Harbor Plaza.
2. New uses established after the adoption of this Specific Plan shall be required to meet parking standards with either on-site parking, on-street parking, or a combination of on-site and on-street parking, consistent with the requirement of this Specific Plan. Off-site parking may be used by first providing as much of the requirement on-site as possible, while still keeping with the desired character of development. Off-site parking spaces may also address this requirement, where it is demonstrated that such spaces are available during the peak demand periods for the particular use in question (see requirements for shared parking below).

C. Fees In-Lieu of Required Parking

Where a use cannot satisfy its parking requirement through ~~either~~ on-site or ~~available~~ shared parking, ~~when available,~~ the remaining requirement may be satisfied by payment of a fee in lieu of actual development of the required parking. Said fee is to be set by resolution of the City Council and shall be equal to the estimated cost of land acquisition and development of one off-street surface parking space. This fee will be charged for each of the required parking spaces, which cannot otherwise be provided for the proposed use.



D. Reduced Parking Requirement

An exception reducing the required parking spaces to less than the above standards may be approved by the Administrator ~~or the Planning Commission, as the case may be, provided~~ provided the following findings are made:

1. The actual parking demand for the use in question will be less than the above standards.
2. The proposed use will not generate additional ~~long-term~~ long-term parking ~~-demand without expansion of the building area occupied.~~
3. If a new building or structure, the probable long-term occupancy ~~, based on its design~~ will not generate additional parking demand.

The applicant will be responsible for the collection and submittal of survey or other data sufficient for the above findings to be made. Refer to Section 7.6.5 of the Specific Plan for the procedures for exceptions.

E. Shared Parking Requirements

Parking spaces may be shared by more than one use when operations are not normally conducted during the same hours or when hours of peak use vary. Requests for the use of shared parking may be considered within the project review process as a strategy to meet required off-street parking requirements and must meet the following conditions:

1. The applicant must satisfactorily demonstrate that substantial conflict shall not exist in the principal hours or periods of peak demand for the uses for which shared spaces are proposed.
2. Parking spaces designated for shared use shall not be located ~~far~~ farther than eight hundred (800) feet from any structure or use served, unless otherwise approved.
3. A written Agreement shall be drawn to the satisfaction of the City attorney and executed by all parties concerned ensuring the continued availability of the number of stalls designated for shared use.
4. The number of existing parking stalls which may be credited against the requirements for proposed structures or uses shall not exceed the number of stalls reasonably anticipated to be available during differing hours of peak demand.
5. In determining the availability of parking spaces for shared use; peak and off-peak demand shall be calculated using the standards and methods described in the City's Zoning Code, Section 18.52.040 ~~42.090~~ or other approach approved by the City.

6. Total required on-site parking spaces for mixed-use developments shall be determined by computing the parking requirements for each of the above time periods. The largest total demand for the four periods shall be the required number of spaces to be provided.

F. Parking in Residential Front Yards

No portion of any front yard other than a paved driveway shall be utilized for parking or storing of any motor vehicle, recreational vehicle, boat, trailer, or camper.

G. Parking Design

Dimensions, geometrics, and landscaping of parking areas shall be as specified by the City's Zoning Code, unless otherwise specified in this section.

1. Where on-site parking is ~~utilized~~utilized, it shall be provided in a location, which is least visually disruptive. The preferred location of parking lots is at the rear of the property or screened from view by the building. An alternative location would be at the side of the building. Parking shall not be sited in the setback area between the street and the building line, where such setback exists. Parking located in front of buildings, adjacent to the public right-of-way, ~~should~~shall be screened with vegetation and/or fencing. Access drives ~~should~~shall be located besides the building or at the rear of the building on corner lots.
2. Parking lots ~~should~~shall be adequately landscaped within and at the perimeter, adjacent to abutting streets and buildings. Parking areas, which abut residential uses or zones, ~~should~~shall be screened with a dense hedge and/or a fence. Lighting ~~should~~shall be directed away from residences.



CHAPTER 7 | SPECIFIC PLAN ADMINISTRATION

7.1 **Administration**

7.1.1 **Administrator – Designation**

The Administrator of the Specific Plan shall be the Development Services Director or ~~other~~ their qualified delegate member of the Planning Division staff designated by of the Development Services Director and who shall normally be available to the general public during regular office hours.

7.1.2 **Administration**

The Planning Division shall administer this Specific Plan in accordance with the provisions of this Plan and the instructions of the Planning Commission. Refer to the Suisun City Zoning Code (Zoning Code), Section 18.76-84 for the process for appeals.

7.1.3 **Administration - Consistency with Applicable General Plan Policies and Programs**

Prior to issuance of a building permit, applicants must demonstrate consistency with ~~Applicable~~ applicable General Plan Policies and Programs listed in Section 4 of the City's Specific Plan Consistency Analysis (under the California Environmental Quality Act or "CEQA"), as relevant and appropriate to the activity requiring the permit. The City's Specific Plan Consistency Analysis is on file with the Development Services Department ~~and is~~ under separate cover. Notwithstanding other provisions of this Specific Plan and the Specific Plan Consistency Analysis, all development and associated public improvements and environmental mitigations shall be consistent with the current adopted version of the Travis Air Force Base Land Use Compatibility Plan Update, ~~which, as of the writing of this document is the one adopted on October 8, 2015 (Resolution 15-17).~~

7.2 Specific Plan Adoption

A Specific Plan is similar to a Zoning Code in that it implements the General Plan through land use designation on a map, listing or referencing permitted specific uses, standards for development, and appropriate special conditions. Title 7, Division 1, Chapter 3, Article 8, Sections 65450-65457 of the California Government Code provides the requirements for the contents and adoption process of a Specific Plan.

7.2.1 Specific Plan Amendment

Amendments to the Specific Plan may be initiated by a resident or property owner, as well as by the City, in accordance with the procedures outlined for initial adoption. In addition to these requirements, major amendments shall require a public hearing and notification, similar in nature to the process for amendments, addressed in the City Zoning Code, Chapter 18.7482, “Amendments.”

7.2.2 Application

Application for a Specific Plan Amendment shall be filed with the Planning Division upon such forms and accompanied by such data as may be prescribed by the Planning Division, so as to ensure the fullest practicable presentation of the facts for the permanent record. A fee set by resolution of the City Council shall accompany each application. A Specific Plan Amendment may be initiated by the City.

7.2.3 Scope of Amendment

The Administrator will be responsible for determining “major” amendments as opposed to “minor” amendments to the Plan and its Standards. “Major” amendments shall be processed as outlined above through the Planning Commission and City Council. Among the items which would be considered major are:

- Introduction of a new type of land use not discussed in the Specific Plan or City Zoning Code that would affect one or more property owners.
- Major changes to the layout of land uses (affecting one acre of land or more) or other changes, which may significantly affect a planning concept spelled out in this Specific Plan.
- Major changes to the proposed street system that would significantly alter land use or circulation concepts described in this Specific Plan.
- Changes or additions to design standards, which could significantly change the stated intent of this Specific Plan.
- Any change to the Specific Plan which could create new environmental impacts or substantially increase environmental

7.2 Specific Plan Adoption

impacts beyond that reported in the Specific Plan Consistency Analysis.

Minor amendments shall be decided by the Administrator, subject to appeal to the Planning Commission. Minor amendments include:

- A proposed land use not identified in the Specific Plan or City Zoning Code that is substantially similar to a permitted use with respect to characteristics, intensity, and compatibility, according to the requirements of section 7.4.3 of this chapter. Minor changes to the land use diagram and/or alignment of streets that maintain the general pattern of permitted land uses and circulation and that are consistent with the vision, goals, and policies of the Specific Plan.
- A change to the development and design standards ~~or design guidelines~~ that does not significantly change the physical characteristics or purpose and intent of the Specific Plan and is determined by the Administrator as minor or requests for an adjustment that is 10 percent or less of quantifiable or ~~measurable~~ measurable standards contained in the WDSP.
- Changes not expected to substantially increase any environmental impact beyond the levels identified in the Specific Plan Consistency Analysis.
- Minor text revisions required to clarify the intent of the Specific Plan, remove ambiguities, or maintain consistency with other adopted City planning and policy documents.
- Other modifications of a similar nature to those listed above, which are deemed minor by the Administrator and in keeping with the purpose and intent of the Specific Plan.

7.2.4 Findings

In considering any amendment to the Specific Plan the appropriate decision-making body shall make the following findings:

- The proposed amendment would benefit the Specific Plan Area.
- The proposed amendment would conform to the General Plan or would be considered in conjunction with an amendment of the General Plan.
- The proposed amendment would not adversely affect adjacent properties.
- If use specific, the subject property could be properly served by public facilities and services.

7.2.5 Amendment Procedures

The process for Major Amendments to the WDSP shall be the same as the process to amend the Zoning Code as described in Chapter 18.74 |



82 of the Zoning Code. Minor Amendments to the WDSP, unlike Major Amendments, may be approved by the Administrator in accordance with the following procedures and ~~does-do~~ not require public hearings.

1. Application Requirement

Applications shall be made in writing on a form prescribed by the Development Services Department for the purposes of site plan and architectural review and shall be accompanied by site plans, elevations, and/or relevant data required to grant the application.

2. Application Processing

The Administrator or ~~his/her~~their designee shall review all applicable information and within thirty (30) days of receiving all relevant information, make a determination as to the appropriate level of review, based on applicable regulations and the characteristics of the project.

For Minor Specific Plan Amendments, the Administrator shall make one of the following determinations:

- a. Approve the application upon determination that the project substantially complies with all applicable standards of the Specific Plan and relevant City standards and meets the criteria for Minor Amendments in Section 7.3.2.
- b. Require or recommend the project be reviewed as a Major Amendment, including going through the appropriate public hearing process. However prior to making this determination, when possible, the Administrator shall provide the applicant an opportunity to modify or correct the application to bring the project into conformance with the Specific Plan, relevant City standards, and the criteria for Minor Amendments, addressed in Section 7.3.2.
- c. Request further information, as may be needed to ~~make a determination~~decide to approve the application.

In granting a Minor Amendment, the Administrator may impose conditions to safeguard ~~the~~ public health and safety and ensure that development is consistent with the objectives and intent of the Specific Plan.



7.3 Conflicts and Interpretation

The provisions of this Specific Plan are not intended to interfere with or void any easements, covenants, or other existing agreements, which are more restrictive than the provisions of this Specific Plan.

7.3.1 Conflict with Other Regulations

Whenever the provisions of this Specific Plan impose more restrictive regulations upon buildings or structures or use of lands; or require larger open spaces, yards, or setbacks; or otherwise establish more restrictive regulations than are imposed or required by any other law, title, ordinance, code, or regulation, the provisions of this Plan shall govern. Where this Plan is silent, other applicable development standards or regulations shall govern.

7.3.2 Clarification of Ambiguity

If ambiguity arises concerning the appropriate classification of a particular use within the meaning and intent of this Specific Plan, or if ambiguity exists with respect to matters of height, yard requirements, area requirements, or District boundaries as set forth herein, it shall be the duty of the Administrator, subject to appeal to the Planning Commission, to ascertain all pertinent facts and interpret the applicability of the provisions of this Plan.

7.3.3 Use Determination

Upon request regarding whether a use is allowed within a particular zone of the WDSP, the Administrator, subject to appeal to the Planning Commission, shall provide a written determination as to whether the use in question is substantially similar in characteristics, intensity, and compatibility to a use or uses permitted within the zoning district for the property.

7.3.4 General Interpretation

- A. The word “shall” is mandatory and not discretionary. The words “should” and “may” are permissive and discretionary.
- B. In case of any difference of meaning or implication between the text of any provision and any caption or illustration, the text shall control.
- C. The word “used” shall include arranged, designed, constructed, altered, converted, rented, leased, occupied, or intended to be utilized.

7.4 Nonconforming Uses and Structures

7.4.1 Purpose

This section is intended to limit the number and extent of nonconforming uses by regulating their enlargement, their reestablishment after abandonment, and the alteration or restoration after destruction of the structures they occupy. This section is also intended to limit the number and extent of nonconforming structures by prohibiting their being moved, altered, or enlarged in a manner that would increase the discrepancy between existing conditions and the standards prescribed in this Plan.

7.4.2 Regulation

Nonconforming uses shall be regulated consistent with Chapter 18.60 68 of the Zoning Code and the standards addressed in this section.

7.4.3 Continuation and Maintenance

- A. A use lawfully occupying a structure or a site that does not conform with the use regulations or the development standards for the zone in which the use is located shall be deemed to be a nonconforming use and may be continued, except as otherwise limited by Chapter 18.60-68 of the Zoning Code and this section.
- B. A structure, lawfully occupying a site, that does not conform with the standards for front yard, side yards, rear yard, height, coverage, distances between structures, parking facilities, and other applicable development standards for the zone in which the structure is located, shall be deemed to be a nonconforming structure and may be used and maintained, except as otherwise limited by Chapter 18.68 of the Zoning Code and this section.
- C. Buildings under construction shall not be required to modify the plans, construction, or designated use of any building upon which construction was lawfully begun prior to the effective date of this ordinance, as addressed in Section 18.60.070 of the Zoning Code.

7.4.4 Alteration and Additions to Nonconforming Uses and Structures

No nonconforming structure shall be altered or reconstructed so as to increase the discrepancy between existing conditions and the standards for front yard, side yards, rear yard, height of structures, distances between structures, parking facilities, and other applicable development standards as prescribed for the zone in which the structure is located, as addressed in Section 18.680.010 of the Zoning Code.



7.4.5 Discontinuation of Nonconforming Use

Whenever a nonconforming use has been discontinued for a continuous period of 180 days or more, all applicable regulations of the WDSP and the Zoning Code apply.

7.4.6 Restoration of a Damaged Structure

A. Whenever a structure which does not comply with the standards for front yard, side yards, rear yard, height of structures, distances between structures, parking facilities, and other applicable standards as prescribed in the regulations for the zone in which the structure is located, or the use of which does not conform with the regulations for the zone in which it is located, is destroyed by fire or ~~other calamity~~ another calamity, or by act of God, to the extent of fifty percent (50%) or less, the structure may be restored and the nonconforming use may be resumed, provided that the restoration is started within one year and diligently pursued to completion. When the destruction exceeds fifty percent (50%) or the structure is voluntarily razed or is required by law to be razed, the structure shall not be restored except in full conformity with the regulations for the zone in which it is located and the nonconforming use shall not be resumed.

B. The extent of damage or partial destruction shall be based upon the ratio of the estimated cost of restoring the structure to its condition prior to such damage or partial destruction to the estimated cost of duplicating the entire structure as it existed prior to the damage. Estimates for this purpose shall be made by or shall be reviewed and approved by the Chief Building Official and shall be based on the minimum cost of construction in compliance with the Building Code.

~~B.C. All applicable provisions of State law relating to rebuilding nonconforming residences, including multifamily dwellings damaged or destroyed by fire, shall supersede local requirements, including the City shall not enact or enforce any ordinance, regulation, or resolution that would prohibit the reconstruction, restoration, or rebuilding of a multifamily dwelling that is involuntarily damaged or destroyed by fire, other catastrophic event, or another calamity.~~

~~C.~~

D. Permits

7.4.7 Site Plan and Architectural Review

A. Purpose

Site Plan and Architectural Review is required to ensure that the function, character, and appearance of the physical environment are consistent with the goals, objectives, policies, and standards of this Specific Plan. ~~More specific purposes and intent of the Site Plan and Architectural Review process are discussed in Chapter 6.~~

B. Applicability

Site Plan and Architectural Review approval shall be required prior to issuance of a building permit, certificate of occupancy, business license, grading permit, or utility service connection for the following:

1. ~~In all~~ **Commercial and mixed-use** **Mixed-Use Zones (DC, HLC, WC, DMU, MSMU) and the HR, Historic Residential Zone (HR).** For projects or purposes that include demolition, new construction, or construction changes substantially affecting the exterior appearance of the building as viewed from a public right-of-way or circulation to the site, signs, and changes or intensification in use, occupancy, or tenancy of an existing building or portion of a building. Demolition requests shall follow the procedures in Appendix A of this Specific Plan.
2. ~~In all~~ **Other zones.** For all projects, except individual single-family residences not a part of a proposed subdivision or development project, ~~that involves~~ **involve** new construction or exterior alterations, additions, and signs.
3. **Exceptions:**
 - a. Multi-family housing projects that qualify for streamlined approval under State law (excluding projects within historic or landmark districts), including development projects with up to two primary units, qualifying lot splits, or at least two-thirds of the square footage of the development shall be designated for residential use.
 - a. Affordable housing project that qualify under State density bonus laws, if such standards would have the effect of physically precluding the construction of that project at the densities or with the concessions or incentives allowed by State density bonus laws, unless failure to apply the standard would result in one or more specific adverse impacts on

7.4 ~~Nonconforming Uses and Structures~~ Nonconforming Uses and Structures

~~public health or safety or the physical environment, and there is no other feasible method to mitigate the adverse impact(s).~~

b. Infill developments as follows:

- i. Horizontal or vertical additions equivalent to 50 percent or less for buildings with less than 1,000 square feet of existing gross floor area;
- ii. Horizontal or vertical additions equivalent to less than 25 percent for buildings with 1,000 to 10,000 square feet of existing gross floor area;
- iii. Horizontal or vertical additions equivalent to less than 15 percent for buildings with more than 10,000 square feet of existing gross floor area.

C. Procedure

Site Plan and Architectural Review shall consist of the procedures described in Chapter 18.68-76 of the Zoning Code.

1. **Renewal.** The Administrator may renew Site Plan and Architectural Review approval for a period of one year upon determining that the original findings made remain valid. Request for renewal shall be made in writing at least thirty (30) days prior to expiration.
2. **Changed Plans.** The Administrator or the Administrator's designee, or the Planning Commission, as the case may be, may approve changes to approved plans or Conditions of Approval upon determining that the changes in conditions are minor and are consistent with the intent of the original approval. Revisions involving substantial changes in project design or ~~Conditions~~ conditions of ~~Approval~~ approval shall be treated as new applications.
3. **Alternative Development and Design Standards or Guidelines.** Alternative approaches to the development and design standards ~~and design guidelines~~ (Chapter 6) shall be identified by the applicant and shall be reviewed during the site plan and architectural review process. Approval of deviations to development and design standards ~~or design guidelines~~ may be permitted, if the applicant can demonstrate that the deviation(s) would still accomplish the intent of the Specific Plan standards ~~and guidelines~~ to the same degree or better. The applicant must request a Minor Specific Plan Amendment, accompanied by adequate justification for the proposed changes in accordance with the procedures for Minor Specific Plan Amendments described in Section 7.3.4.



D. Appeals

1. **Rights of Appeal and Review.** Site Plan and Architectural Review decisions of the Administrator may be appealed by any interested party to the Planning Commission. Planning Commission decisions may be appealed to the City Council, in accordance with the standards for appeals, addressed in Chapter 18.76-84 of the Zoning Code.

7.4.8 Planned Unit Development (PUD) Permit

A. Purpose

1. To provide for development of ~~larger~~ parcels greater than two acres in land area, designated for a mix of residential and/or commercial uses. The specific location, layout, design, and phasing of these zones may be determined through this process.
2. To allow a flexible approach to the application of development standards, where a higher quality of design, amenity, and community environment would result. The PUD Permit procedure is not intended as a means to circumvent the application of normal and appropriate development standards.
3. To encourage variety and avoid monotony in large developments by allowing greater freedom in selecting the means to provide access, light, open space, and amenity.

B. Application and Procedure for Approvals and Amendments

Application for and the process for approving and amending PUD Permits shall be as described in Chapter 18.63-72 of the Zoning Code.

7.4.9 Administrative Review and Conditional Use Permits

A. Purpose

1. **Administrative Review.** Administrative review is required to verify that an intended use or structure complies with the allowed list of activities, all applicable development standards, and does not negatively impact adjoining properties and/or the surrounding area. ~~Thus, a~~ Administrative review applications may be reviewed and approved by the Administrator or ~~their~~ his/her designee, without requiring a public hearing or noticing within the area for which the use will be located.
2. **Conditional Use Permits.** Conditional ~~u~~Use ~~p~~Permits are required for uses typically having unusual site development features or operating characteristics requiring special

7.4 ~~Nonconforming Uses and Structures~~Nonconforming Uses and Structures

consideration so that they may be designed, located, and operated compatibly with uses on adjoining properties and in the surrounding area. Such uses may be consistent with the purpose of a particular land use zone but the characteristics stated above might preclude their compatibility in every location within a zone. Use Permits provide the flexibility to allow such uses where appropriate, while disallowing those uses where conflict with surrounding uses or the purposes of the zone would occur.

3. Exceptions:

- a. Multi-family housing projects that qualify for streamlined approval under State law, including development projects with up to two primary units, qualifying lot splits, or at least two-thirds of the square footage of the development shall be designated for residential use.
- b. Affordable housing project that qualify under State density bonus laws, if such standards would have the effect of physically precluding the construction of that project at the densities or with the concessions or incentives allowed by State density bonus laws, unless failure to apply the standard would result in one or more specific adverse impacts on public health or safety or the physical environment, and there is no other feasible method to mitigate the adverse impact(s).

Commented [BE1]: Revisions to address Senate Bill 9

Commented [BE2]: Revisions to address State Density Bonus Law

~~B.~~

~~C.~~B. Applicability

When required by the zoning district in which the use or structure is located, administrative review clearance or a conditional use permit, as the case may be, is required prior to the commencement of construction or use.

~~D.~~C. Regulation

Upon request regarding whether a use is allowed within a particular WDSP zone ~~of the WDSP~~, the Administrator, subject to appeal to the Planning Commission, shall provide a written determination as to whether the use in question is substantially similar in characteristics, density, intensity, and compatibility to a use or uses permitted within the zoning district for the property and whether the ~~that the use for the property is a~~ permitted use, use requiring administrative review, a conditionally permitted use, or disallowed within ~~that the~~ zone.

Application for and the process for administrative review and conditional use permits shall be as follows.



I. Administrative Review

Application for administrative review shall be made in writing on a form prescribed by the Development Services Department and shall be accompanied by plans and elevations, site plans, and ~~for~~ relevant data required to grant the application. The Administrator or ~~his/her~~their designee shall review all applicable information and within thirty (30) days of receiving all relevant information, ~~make a determination~~decide whether the proposed structure or use meets all applicable standards of the Specific Plan and other relevant City standards.

The Administrator shall make one of the following determinations:

- a. Approve the application upon determination that the project complies with all applicable standards of the Specific Plan and relevant City standards. Public hearings are not required for administrative review applications; unless the decision of the Administrator or ~~his/her~~their designee is appealed.
- b. Deny the application if it is determined that the project will not comply with all applicable standards of the Specific Plan and relevant city standards. However, prior to denying the application, the Administrator shall provide the applicant an opportunity to modify or correct the application to bring the project into conformance with applicable City standards.
- c. Request further information, as may be needed to make the determination to approve or deny the application.

2. Conditional ~~Use~~Use Permits

Application for and the process for conditional use permits shall refer to the standards in Chapter ~~18.66-73~~ of the Zoning Code and standards in this section. In approving a Conditional Use Permit, the Planning Commission may impose reasonable conditions necessary to satisfy the findings, identified in subsection D, below.

~~E.D.~~E.D. Findings Required to Grant

I. Administrative Review

Administrative review applications shall be subject to the following findings:

7.4 ~~Nonconforming Uses and Structures~~Nonconforming Uses and Structures

- a. That the proposed location of the use is consistent with the goals, objectives, and policies of this Plan, the General Plan, and the purposes of the zone in which the site is located.
- b. That the proposed use is similar in character, intensity, and compatible with other uses permitted within the zoning district for the property.

2. Conditional Use Permits

Conditional use permits shall be subject to the findings in Section 18.6673.060-080 of the Zoning Code ~~and the standards that follow:~~

- ~~a. That the proposed location of the use is consistent with the goals, objectives, and policies of this Plan and the purposes of the zone in which the site is located.~~
- ~~b. That the proposed location of the conditional use and the proposed conditions under which it would be operated or maintained will be consistent with the General Plan.~~

~~That the proposed use will not be detrimental to the public health, safety, or welfare of persons residing or working in or adjacent to the neighborhood of such use, nor detrimental to properties or improvements in the vicinity or to the general welfare of the City.~~

7.4.10 Temporary Use Permit

A Temporary Use Permit, authorizing certain temporary use classifications, shall be subject to the provisions in Section 18.6673.075-120 of the Zoning Code.

7.4.11 Variances and Exceptions

A. Purpose

I. Variances

Variances are intended to resolve practical difficulties or unnecessary physical hardships that may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or other physical conditions on the site or the immediate vicinity or from street locations or traffic conditions in the immediate vicinity of the site. Cost or inconvenience to the applicant of strict compliance with a regulation shall not, in and of itself, constitute sufficient reason for granting a variance.



Variances may be granted with respect to fences, walls, landscaping, screening, site area, site dimensions, yards, height of structures, courts, distances between structures, open space, signs, off-street parking, and off-street loading standards.

2. Exceptions

Due to the unique conditions of design and construction in the HR and HLC district, where structures were sometimes built close to lot lines, densities are mixed, and parcel configurations have changed over the years, it is sometimes in the public interest to provide for a higher quality of design and/or enhance the historic character of the neighborhood by making an exception to normal setback, parking, landscaping, fencing, and screening requirements, where such an exception does not interfere with the public health or safety. Exceptions may be made within the HR and HLC districts for the same purposes as a variance, but where the strict findings of a variance cannot be made.

Exceptions may also be permitted for parking requirements.

B. Application and Authority to Grant

Application for and the process for variances and exceptions, shall refer to Chapter 18.72-80 of the Zoning Code and the standards in this section.

The Administrator shall have the authority to grant Variances and Exceptions, subject to appeal to the Planning Commission by any person or persons affected by the variance or exception, except that Planning Commission approval is required for all major construction, enlargement, additions, improvements, alterations, and removal in the HR or HLC districts that exceed 500 square feet. Refer to Appendix A of the Specific Plan for demolition and review procedures in the HR and HLC zones. In no case, shall a Variance or Exception be granted, which allows a use of land or buildings not permitted in the district in which the subject property is located.

C. Public Noticing and Hearings

The process for public noticing and hearings for Variances and Exceptions shall be as addressed in Section 18.72-80 of the Zoning Code. Additionally, notices shall be provided to all property owners within 6300 feet of the property, which is the subject of the application.



D. Findings Required to Grant

1. Variances

~~2.~~ Variances shall be subject to the findings in Section 18.72~~80~~.020 of the City Zoning Code, ~~and the findings that follow:~~

~~That strict or literal interpretation and enforcement of the specified regulation would result in practical difficulty or unnecessary physical hardship inconsistent with the Goals, Objectives, and Policies of this Plan.~~

~~That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties in the same zone.~~

~~That strict or literal interpretation and enforcement of the specified regulation would deprive the applicant of privileges enjoyed by the owners of other properties in the same zone.~~

~~That the granting of the Variance or Exception will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.~~

3.2. Exceptions

- a. Exceptions to development standards in the HR and HLC zone shall be subject to the criteria provided in Appendix A of the Specific Plan.
- b. Exceptions to parking standards may be permitted, as specified in Section 6.5.4 of the Specific Plan.

E. Conditions of Approval

In approving a Variance or Exception, the Administrator or Planning Commission, as the case may be, may impose reasonable conditions necessary to:

1. Achieve the general purpose of the Specific Plan or the specific purposes of the zoning district in which the site is located.
2. Protect the public health, safety, and general welfare.
3. Ensure operation and maintenance of the use in a manner compatible with existing and potential uses on adjoining properties in the surrounding area.

7.5 Approval to Extend with the Land

7.5.1 Approvals

Except where otherwise specified by the approving authority, approvals of all discretionary permits governed by this Plan shall extend with land.

7.5.2 Lapse of Approvals

Approvals for Site Plan/Architectural Review, Conditional Use Permit, Variances, and minor deviations shall lapse and become void twelve (12) months from the approval date, unless a different expiration date is specifically established as a Condition of Approval. Such approvals shall not lapse if any of the following actions occur prior to twelve (12) months from project approval or as extended, subject to Section 7.7.3:

- A. A building permit is issued in accordance with the approved entitlement and construction is commenced and diligently pursued toward completion; or,
- B. The use addressed under the approved Use Permit has commenced; or,
- C. A certificate of occupancy for the use or improvement addressed under the entitlement is issued.

7.5.3 Extensions

An extension may be issued for project approvals described in the previous sections. The Administrator may only extend approvals originally granted by the Administrator. The Planning Commission may only extend approvals originally granted by the Planning Commission.

An extension may be granted for twelve (12) months and shall not exceed a total of two (2) years from the original date of approval. All requests for extensions should be filed with the Planning Division sixty (60) days prior to the expiration date.

The Administrator or Planning Commission may extend the approval of a project if they find that there have been no significant changes in the goals, objectives, policies and regulations of this Specific Plan, or character of the area within which the project is located, that would cause the approved project to become inconsistent or nonconforming.

~~Also, the~~ The granting of an extension should not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.



7.6 Hearings

Public hearings shall be held for the purpose of considering public testimony regarding the granting of various permits and actions as specified by this Chapter and as required by State law. The Planning Commission and/or City Council may, from time to time, determine that a public hearing is necessary or desirable even when not specifically required and may set the time and place for such hearing to occur.

7.6.1 Notice of Hearing

7.6.2 ~~The Planning Division shall cause notice of the time and place of the public hearing on the project to be given at least ten (10) days in advance of the public hearing or as required by the current Zoning Ordinance requirement.~~ **as follows:**

~~7.6.3 Notice of public hearing shall be mailed to the applicant and owner(s) of the property in question, or their authorized representative.~~

~~7.6.4 Notice of public hearing shall be mailed to all property owners within 300 feet of the subject property.~~

~~7.6.5 Notice of public hearing shall be published in at least one newspaper of general circulation.~~

~~7.6.6 Notice of public hearing shall be posted in at least three (3) public places designated by the City Council for such notification.~~

~~7.6.7~~ **7.6.2 Other Notice Requirements**

Notices required by this section shall be in addition to any other or different notice required by other provisions of this Code or by State law, provided, however, that nothing therein shall require separate notices to be given if the same notice will satisfy the requirements of this Section and any other application section of this Code or State law.

~~7.6.8~~ **7.6.3 Continuance of Hearings**

Any public hearing may be continued from time to time by the body or official conducting the hearing, subject to limitations provided by law, and in such case no further notice need be given.

7.7 Enforcement

Enforcement of this Plan shall be subject to the enforcement standards for the Zoning Code, addressed in Chapter 18.7886, “Administration and Enforcement” of the Zoning Code.

7.8 Appeals

Appeals shall be subject to the standards in the City Zoning Code, Chapter 18.76, “Appeals.”

7.9 Severability

If any section, subsection, sentence, clause or phrase of this Plan is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Plan. The Council hereby declares that it would have passed this Plan and each section, subsection, sentence, clauses, or phrase thereof, irrespective of the fact that any one or more section, subsection, sentence, clauses, or phrases has been declared invalid or unconstitutional, and if for any reason this Plan should be declared invalid or unconstitutional, then the remaining provisions shall be in full force and effect.

7.9 Severability



7.9 Severability



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CHAPTER 1 | INTRODUCTION

1.1 Background/Content

The Waterfront District Specific Plan (WDSP), previously called the Downtown Waterfront Specific Plan, was adopted in 1983 and comprehensively amended in 1999. The creation of a specific plan for the WDSP Area (Specific Plan Area) was proposed as an implementation action in the 1979 Suisun City General Plan, which called for special treatment of the historic downtown and waterfront through the preparation and adoption of a Specific Plan for Old Town and the waterfront. Since that time, many actions identified in the Specific Plan have been implemented.

In 2015, the City of Suisun City (City) adopted a comprehensive revision to the General Plan. The 2035 General Plan provides an updated set of policy guidelines for the overall amount, character, and location of urban development, as well as preservation and natural resource conservation, economic development, transportation, safety, public facilities and services, and housing.

In 2008, the Association of Bay Area Governments (ABAG) approved the Specific Plan Area as a planned priority development area (PDA) under the PDA grant program administered by the Metropolitan Transportation Commission (MTC), ABAG, and other regional agencies. PDAs are opportunity areas in the Bay Area, locally adopted by cities or counties to facilitate growth and infill development near fixed transportation facilities. PDAs are designed to provide residents with housing, community amenities, and services in a pedestrian-friendly environment.

In 2014, the City received grant funding from the Solano Transportation Authority to prepare an update to the WDSP. This update addressed the Specific Plan Area, which expanded on the previous WDSP boundaries to include the properties north of State Highway 12 (SR 12) – at the northwest corner of Marina Boulevard and SR 12 and the properties between Main Street and SR 12, including the “Denverton Curve” property in the northwest of the Specific Plan Area (Figure I-1). The expanded Specific Plan Area boundary allows the City to better leverage the assets of the Suisun-Fairfield train depot to encourage infill development and establish a gateway entrance into the Specific Plan Area on both sides of SR 12. This update also addressed

current market conditions, the current regulatory environment, and recent City policy updates, and was adopted in November of 2016.

In 2020, the City received another grant – this time from the State of California, through a program administered by the California Department of Housing and Community Development. The purpose of the State’s “SB 2” planning grant program is to streamline housing approvals and accelerate housing production. The City used the SB 2 grant funds to prepare this update to the 2016 WDSP policies and development standards to better facilitate housing development, particularly in areas with high-quality transit and within walking distance of employment, services, and entertainment.

1.2 Location

Suisun City is in central Solano County, midway between the cities of Sacramento and San Francisco (Figure I-1). The City is bounded by the city of Fairfield to the north and west, Travis Air Force Base to the east, and Suisun Marsh to the south. Suisun City is adjacent to and bisected by State SR 12, a vital trucking route, and is approximately two miles east of Interstate 80. Suisun Slough, a major tidal waterway, connects Suisun City to Suisun Bay and provides access to water sports, recreation, boating, fishing, and bird watching. The adjoining Suisun Marsh is the largest brackish estuary west of the Mississippi River and borders the south and east sides of the Specific Plan Area. The Specific Plan Area straddles both sides of SR 12 and is located southeast of the Union Pacific Railway tracks and west of the Suisun Channel and Marina Boulevard (Figure I-2).

Figure I-1: Regional Context Map

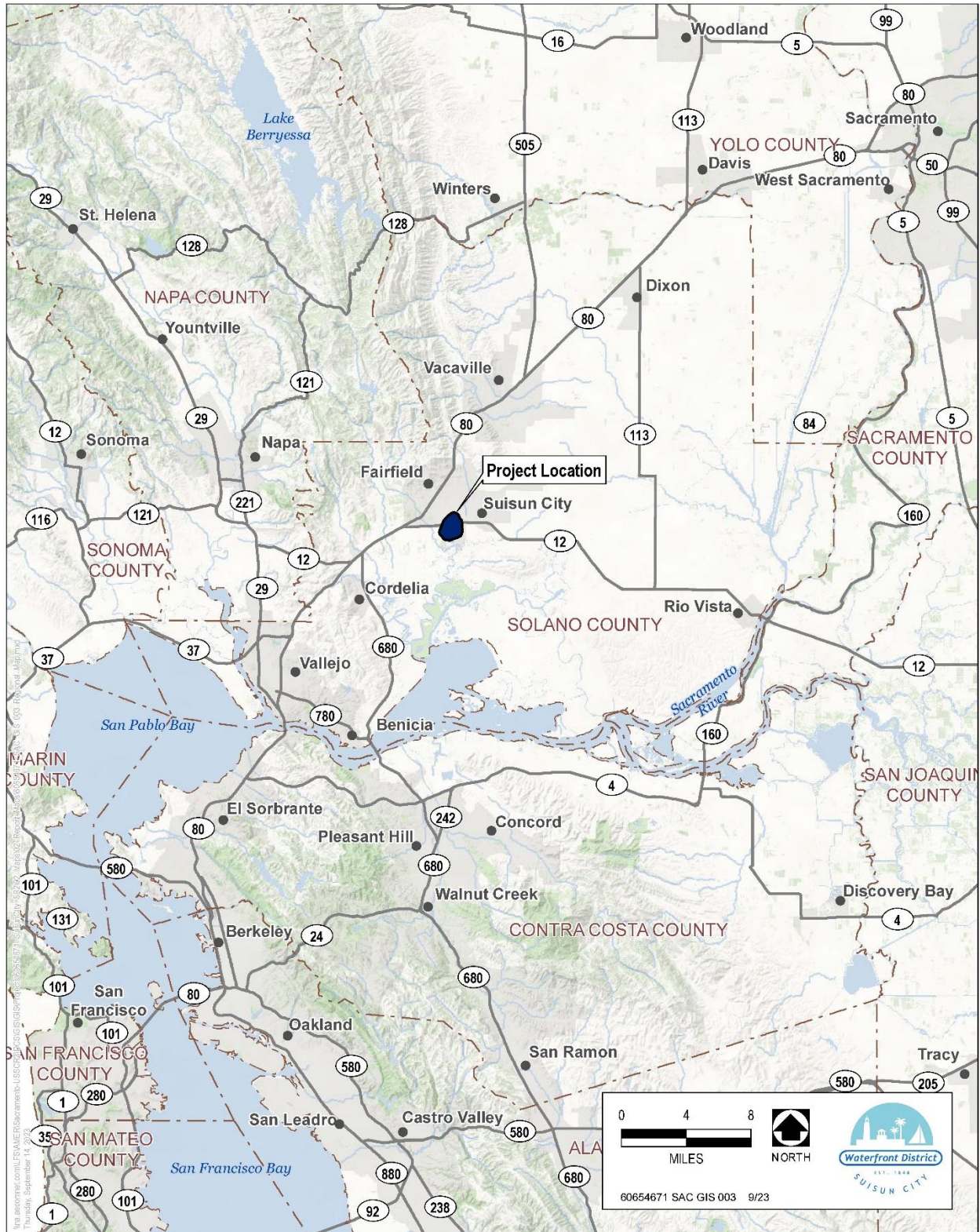
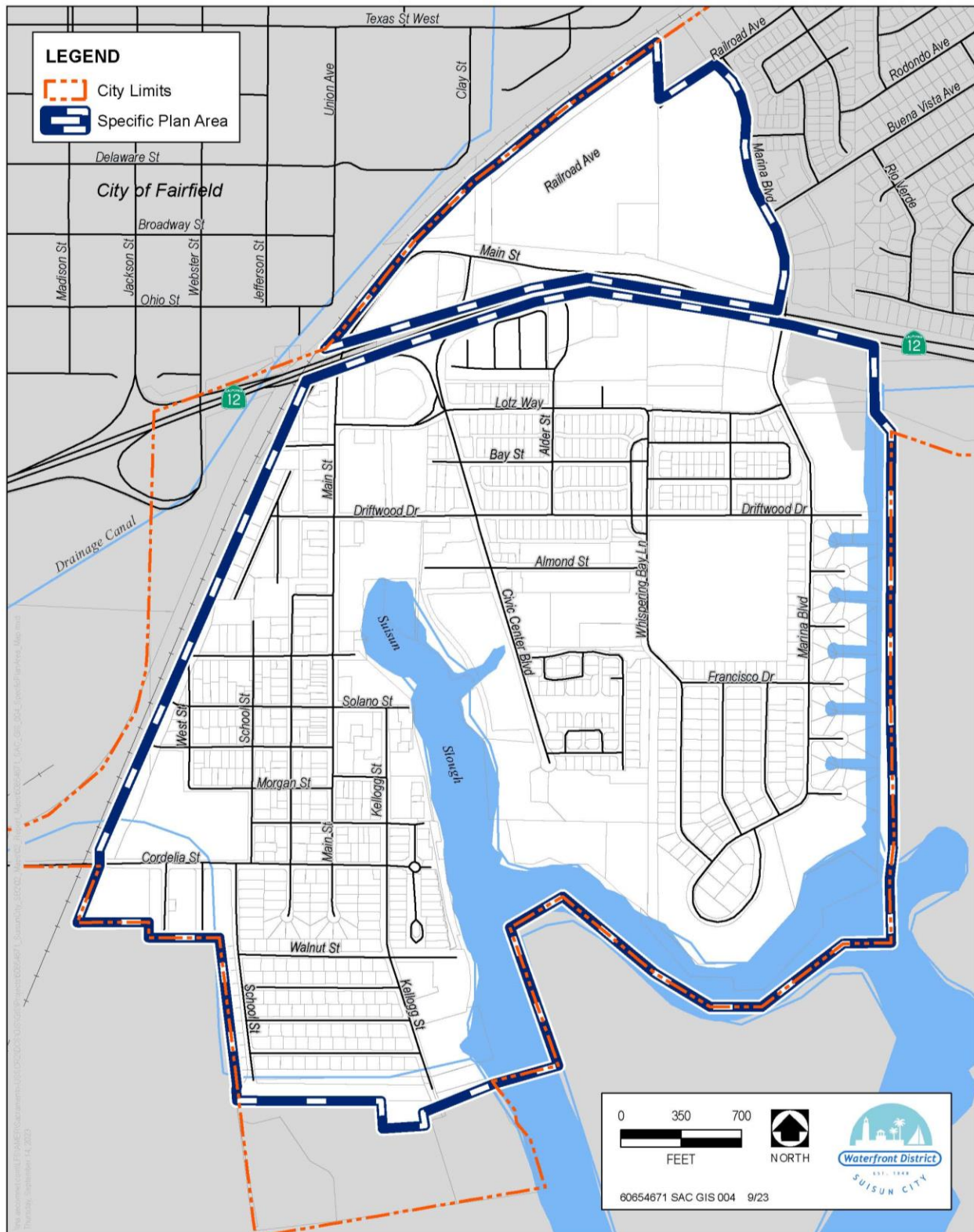


Figure I-2: Specific Plan Area



Source: Metropolitan Transportation Commission, AECOM, 2023



1.3 Specific Plan Vision

The Specific Plan implements the General Plan's direction to:

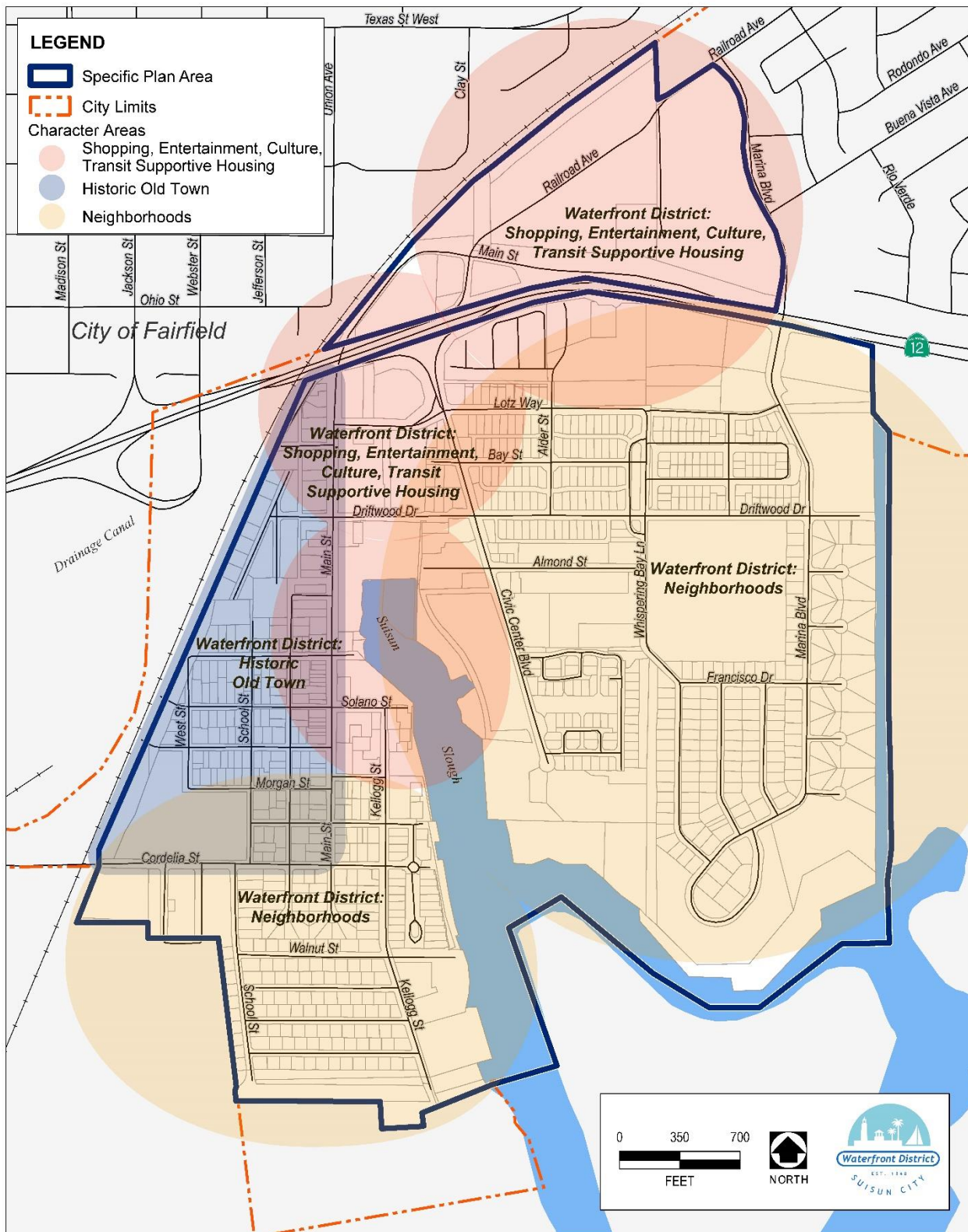
- Strategically develop vacant, underutilized, and infill land throughout the City and especially in the downtown.
- Strategically develop the Priority Development Area to provide convenient, attractive housing, shopping, services, and employment in the downtown neighborhood.
- Develop the downtown as the social and cultural heart of the community.
- Promote a vibrant downtown that provides both daytime and nighttime activities to attract visitors.
- Foster transit-oriented development around the train station, including higher density housing and mixed-use development.
- Provide convenient linkages from the train station and other regional connectors to bring patrons to the downtown.
- Provide transportation alternatives to the automobile, especially capitalizing on the location of the train station.
- Ensure safe and efficient walking, biking, driving, and parking in the downtown.

The Waterfront District is comprised of three principal character areas (Figure I-3), intended to function as their names imply, including the:

- “Shopping, Entertainment, Culture, and Transit-Supportive Housing” area, comprising the commercial, mixed-use, and civic portions of the Downtown Waterfront District on both sides of SR 12 and the Suisun Channel;
- “Historic Old Town” area, adjacent to the railroad tracks and comprising the older historic residential, commercial businesses, and main street retail core of the Downtown Waterfront District; and
- “Neighborhoods,” residential neighborhood areas with access and frontage to the waterfront on the eastern and southern portions of the District.

These character areas and the vision statements that follow in this section establish the overarching vision and plan concepts for the Downtown Waterfront District. The planned improvements, development standards, and design standards in this Specific Plan are intended to enhance the function of these character areas as the Specific Plan Area develops.

Figure I-3: Waterfront District Character Areas



Source: Suisun City, AECOM, 2023



The WDSP is to be guided by the vision statements identified below in italicized text and followed by a description of the characteristics and key concepts for implementation of the WDSP. The vision and plan concepts are based in part on earlier iterations of the Specific Plan, but with updates to reflect input from the community and City leaders, the regulatory environment, existing market conditions and market trends.

Suisun City's Historic Downtown Waterfront District is...

- 1. Suisun City's Historic Waterfront District is a unique waterfront community with a marina; an "Old Town," composed of a traditional Downtown commercial main street and historic residential neighborhoods; a marina supporting boating and waterfront recreational activities; a civic center area; and uniquely designed residential neighborhoods, including Whispering Bay and Victorian Harbor east of the marina, and Delta Cove and "Historic Old Town" west of the marina.***

The WDSP Area draws on the area's unique mix of characteristics—a recreational waterfront, a historic main street, well-preserved residential historic architecture, established neighborhoods, direct highway access, regional commuter rail service, a rich natural environment, and a location that is attractive for development that complements the unique character of the area.



A unique waterfront community with a marina.

- 2. Suisun City's Historic Waterfront District is a pleasant place to live and, at the same time, a local and regional destination for dining, shopping, entertainment, hospitality, tourism, and recreation. Downtown is a place that attracts new residents, jobs, businesses, diners, shoppers, and visitors.***

Significantly increased residential and economic development in the region has created market support for transit-supportive housing, dining, entertainment, specialty retail, and marine-related services. Employment growth in Fairfield, Vacaville, and Vallejo, along with high housing prices in Bay Area employment centers, have increased demand for housing in Solano County.



A local and regional destination for shopping, entertainment, hospitality, tourism, and recreation.

Suisun City, which was once difficult to access from employment centers, is now within an acceptable commute distance, including commuting by rail, to the Bay Area and Sacramento. Intercity rail service along the Capitol Corridor enhances that position and will continue to increase demand for housing near the Suisun City train depot.

The City's location on the San Francisco Bay Area Water Trail makes it a unique destination for visitors exploring the waterways of the San Francisco Bay by boat or sailcraft.

Suisun City's Historic Downtown Waterfront District is...



An amenity offering an urban waterfront on one side and in-town wetland habitat on the other.



A gateway to the open waterways and wetlands of the California Delta and San Francisco Bay and a unique stop on the Bay Area Water Trail.



A transit gateway on the Amtrak rail corridor, providing intercity rail service to the cities of Fairfield and Suisun City.

3. ***The City should market the Waterfront District as a destination on the San Francisco Bay Area Water Trail and continue to focus on maximizing waterfront access on the Suisun Channel—its major and central feature. Priority should also be given to improving visibility and public access to the train depot, another key asset for bringing guests in town to enjoy the amenities of Suisun City's Waterfront District.***

The waterfront is an extraordinary amenity offering both an urban waterfront and an unusual in-town wetlands habitat. The waterfront creates daily activity along its edge; enriches the experience of the area with its seasonal and tidal changes, wildlife, open space, and vistas; and serves as a theme for community activities and events. There are few towns in California with such an extensive and multifaceted waterfront. The Waterfront District landscape needs to celebrate and accentuate its relationship to the water's edge by emphasizing public access and views along both sides of the Channel and Whispering Bay.

4. ***The waterfront should maintain its extraordinary mix of natural wetlands and urban edge.***

The Suisun Channel is the gateway to the large open waterways and wetlands of the California Delta and San Francisco Bay and is a unique stop on the Bay Area Water Trail. The channel is unique in its mix of hard and soft edges, allowing for a rare blend of commercial and marine-related activities along one side of the Channel, and expansive wildlife habitats along the other side. Pedestrians walking along the Channel are able to experience a variety of different environments within close proximity of each other. These relationships need to be emphasized and enhanced. Important to capitalizing on this strength is ensuring all areas of the waterfront are provided inviting and attractive pedestrian access.

5. ***The historic Suisun City train depot on the north end of Main Street should serve as a transit gateway into the Waterfront District.***

The historic train depot serves as a multimodal transportation hub for intercity rail service and local and regional bus service. The station is at the northern terminus of Main Street, within the Waterfront District and is near the Central County Bikeway (regional Class I bike trail), connecting the downtowns of Suisun City and Fairfield. While there are directional signs to the train depot, the station facility is otherwise easy to miss as it is located in a modest structure tucked behind on-street parking, a landscaped plaza with tall trees, and SR 12. Iconic signage, art, and streetscape/landscape enhancements should be added to emphasize the importance of this key destination and historic facility within the community.



- 6. The circulation system should be enhanced to support safer and more convenient access between homes and destinations in Suisun City and between the Waterfront District and Downtown Fairfield—emphasizing pedestrians, cyclists, transit users, and motorists.**

The existing street system has three dead-ends – Main Street, Civic Center Boulevard, and Marina Boulevard. Lotz Way will serve as a major west-east arterial that links Main Street, Civic Center Boulevard, and Marina Boulevard. Main Street can be linked to Civic Center Boulevard via Driftwood Drive, along a multi-use path connection and plaza.

New and improved roadway, bicycle, and pedestrian connections between Downtown Fairfield and the Downtown Waterfront District, in addition to new transit-oriented housing development Downtown, will help to expand the market for existing and future Suisun City businesses, supporting further commercial development in the Waterfront District.

- 7. The Waterfront District needs a cohesive open space system that enhances the pedestrian experience and supports community access.**

Extended out from the waterfront should be a system of paths, tree-lined sidewalks, and promenades that clearly and visibly link to the visitor amenities (dining, lodging, and entertainment) in the Waterfront District and to the neighborhood parks and open spaces throughout the Specific Plan Area. Streets should be designed to provide direct vistas and bike and pedestrian access to the Suisun Channel, Whispering Bay, and neighborhood parks, wherever possible.

- 8. Gateways to the Waterfront District, including from SR 12, Railroad Avenue, the marina, and the train depot should be enhanced to ensure a positive first visual impression.**

The grade separation of SR 12 through the Specific Plan Area, existing building development, and underutilized land adjacent to the highway serve as barriers to visual access of the Waterfront District and its beautiful marina, historic Main Street, and train depot. Iconic signage, landscaped gateways, vertical monuments, wall art, and visually compatible infill development along both sides of the highway and rail tracks should mark the entrances to the Waterfront District.

Similarly, vertical monuments, public art, and landscaping should be used to activate the entrances along the marina and boat launch areas. The property at the northwest corner of SR 12 and Marina Boulevard and the property at the southwest corner of Railroad Avenue and Marina Boulevard should incorporate vertical landscape elements and vertical architectural design details to demark entry to the Specific Plan

Suisun City's Historic Downtown Waterfront District has...



Safe and convenient circulation and access by foot, bike, or transit; and connections to Downtown Fairfield.



A cohesive open space system of parks and open space, linked by paths, sidewalks, and promenades that extend out from the waterfront.



A landscaped gateway, vertical monuments, and new development marking the entrance into Downtown Fairfield from SR 12.

**Suisun City's Historic Downtown
Waterfront District has...**



Older commercial and residential structures along Main Street and adjacent neighborhoods that give the place its historic character.

Area at Marina Boulevard and Main Street, traveling westbound on SR 12, and Railroad Avenue traveling southbound on Marina Boulevard. These features should be designed to market and draw visitors into the Waterfront District.

9. Development adjacent to the historic residential area should be compatible in scale and architectural themes.

The historic commercial and residential structures along Main Street and the Old Town residential area help to establish the unique character of the Waterfront District. To preserve this legacy, architectural compatibility of new development, gateways, and green space are key themes addressed in the Design Standards of this Specific Plan.

10. Where feasible and consistent with building codes, existing buildings should be re-purposed with more economically viable uses that contribute to the vibrancy of the Waterfront District.

Many older structures in the Waterfront District have architectural elements that contribute to the historic character of the street or neighborhood. Those elements and structures should be preserved, to the extent feasible, and be repurposed or renovated to contribute to the unique identity of the Waterfront District and Old Town.



1.4 Specific Plan Goals

The following goals were initiated in the 1983 Specific Plan, included in the 1991, 1999, and 2016 amendments, and are being revised in this update to the WDSP.

1. ***Strengthen the economic viability of the historic Old Town, waterfront, adjacent areas, and the city as a whole.***

This is the primary goal of the Specific Plan. A variety of implementation techniques will be required to achieve this goal. Economic viability is achieved through the collective efforts of private sector investment, public planning, and ultimately by consumer demand. The waterfront is a unique resource and attraction in central Solano County and, along with the regional commuter service at the train depot, represents one of the best economic development assets in the City. The community must capitalize upon this critical opportunity by ensuring that development in the Waterfront District accommodates the highest possible level of residential, visitor, and commercial activity.

2. ***Facilitate housing development Downtown.***

The City has a tremendous opportunity to expand housing opportunities for existing and future residents Downtown, while also creating many other co-benefits. Housing can be more affordable by design, allowing households that might have been previously priced out to relocate to Suisun City. Housing that is close to jobs, services, parks, and other destinations can allow more residents to meet their daily needs without the need for a car, freeing up disposable income that can make housing more affordable or that can be spent at local businesses.

Establishing transit-supportive housing options in Suisun City, but in the Specific Plan Area in particular, would expand the range of housing options, making the City more competitive for attracting employers, many of whom are interested in a diverse and affordable local housing stock. Placing more housing Downtown means more customers for existing and future businesses. Facilitating housing development in areas near transit and destinations will reduce the need for vehicular trips and associated transportation noise, air pollutant emissions, and greenhouse gas emissions, and improves public health by allowing more residents to build physical activity into their daily routines.

3. ***Preserve and enhance the area's historic character.***

Preserving and enhancing the historic character of the Waterfront District is one of the central themes of the development policies of this Specific Plan. Achieving this goal requires that the water-related early California heritage of Downtown and the residential areas west of Main Street be used to attract investments and consumers to the area.

California heritage of Downtown and the residential areas west of Main Street be used to attract investments and consumers to the area.

Visitors are naturally attracted to areas of historic significance. Reviving the original design and character of older buildings and historic sites is an essential supplement to the waterfront for attracting consumers from the surrounding area. New development or renovations in Old Town should anticipate and support incremental changes in Downtown, while not losing sight of the features that contribute to its historic character and identity, as addressed in more detail in Chapter 6, “Design Standards” of this Specific Plan.

4. *Facilitate appropriate water-oriented and economic uses of the Suisun Channel and adjacent land areas.*

In addition to its historic character, Suisun City's other major natural asset is the Channel and the access it provides to San Francisco Bay and Delta waterways, especially as a designated destination on the San Francisco Bay Area Water Trail. Suisun City was founded because these waterways provided a means of transportation from agricultural production to consumer markets in San Francisco. The waterways continue as a significant recreational and commercial resource. To facilitate use of the Channel, marina and shoreline improvements and convenient public access must be provided and maintained. Permanent dredge disposal sites must be maintained and managed to ensure the continued viability of the waterfront.

5. *Protect and enhance natural open space and recreational amenities of the Suisun Channel and adjoining areas.*

The Suisun Channel and adjoining marsh areas are environmentally sensitive. Development adjacent to these areas must recognize this sensitivity and be designed and located in a way that does not degrade this valuable resource, especially considering climate change. Preserving the environmental integrity of the Channel and marshes will enhance wildlife habitat and contribute to the area's attractiveness for both living and working in.

6. *Foster participation between the public and private sector in carrying out a program of revitalization for the Specific Plan Area.*

Revitalization and economic development will not occur by the efforts of either the public or private sectors acting alone. The private sector relies on the coordination and assistance of government to ensure that investment in individual projects makes economic sense in areas where development costs are too great to bear without such assistance. The public sector relies on private investment to provide the economic activity necessary to carry out needed improvements. Public and

1.4 Specific Plan Goals



private entities can collaborate on a revitalized, vibrant, and healthy environment for the Specific Plan Area.

1.5 Specific Plan Organization

This WDSP is organized into seven chapters and two appendices, as summarized below.

- Chapter 1, Introduction
- Chapter 2, Existing Uses + Policies
- Chapter 3, Land Use Regulations
- Chapter 4, Traffic + Circulation
- Chapter 5, Open Space + Civic and Services
- Chapter 6, Development Standards + Design Standards
- Chapter 7, Specific Plan Administration
- Appendix A, Historic Residential and Historic Commercial Zones Architectural Review, Demolition + Renewal Procedures
- Appendix B, Waterfront District Specific Plan Financing Plan



CHAPTER 2| EXISTING USES + REGULATING PLANS

2.1 Existing Uses

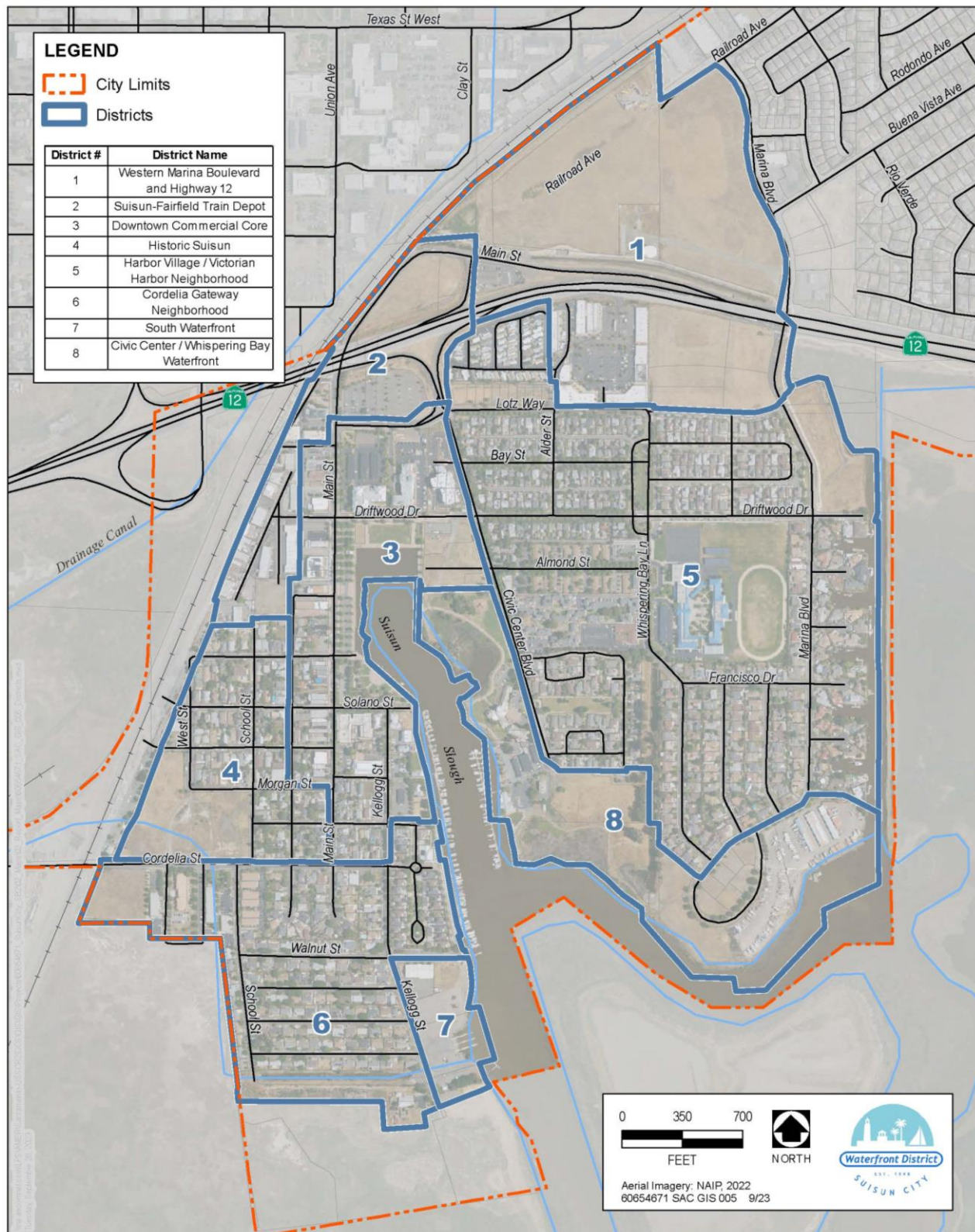
The City of Suisun City is bisected by State Highway 12 (SR 12). North of SR 12 are residential areas and neighborhood-serving uses. The historic “Old Town,” mixed-use waterfront, and marshland are south and west of the highway. The Waterfront District Specific Plan (WDSP) Area (Specific Plan Area) is centered on the City’s Historic Downtown Waterfront and Old Town areas, located at the head of the Suisun Channel (Figure 2-1). The Specific Plan Area is a mix of retail and services along Main Street, the City’s civic center, marina and water-oriented recreation along the Suisun Channel, industrial uses and the Suisun-Fairfield Train Depot along the Union Pacific railroad tracks, a historic residential core west of Main Street, and newer traditionally designed residential neighborhoods along the waterfront and east of the channel. The Suisun Slough and marsh area borders the Specific Plan Area to the south and provides access to the natural and scenic resources and recreational activities along the waterways of the Delta and San Francisco Bay. The Specific Plan Area also includes a neighborhood shopping center, a mobile home park, and vacant properties north of SR 12.

SR 12 provides access into the Specific Plan Area from an off-ramp at Civic Center Boulevard from eastbound SR 12, an off-ramp at Main Street from westbound SR 12, and an at-grade intersection at Marina Boulevard. The main access point into the Specific Plan Area from the southwest is from Cordelia Road, which becomes Cordelia Street as it enters the city. The Suisun-Fairfield Train Depot, recreational waterfront, and regional bike trails provide access to the Waterfront District from the city of Fairfield, the eastern and northern parts of Suisun City, and the broader region.

2.1.1 Planning Districts

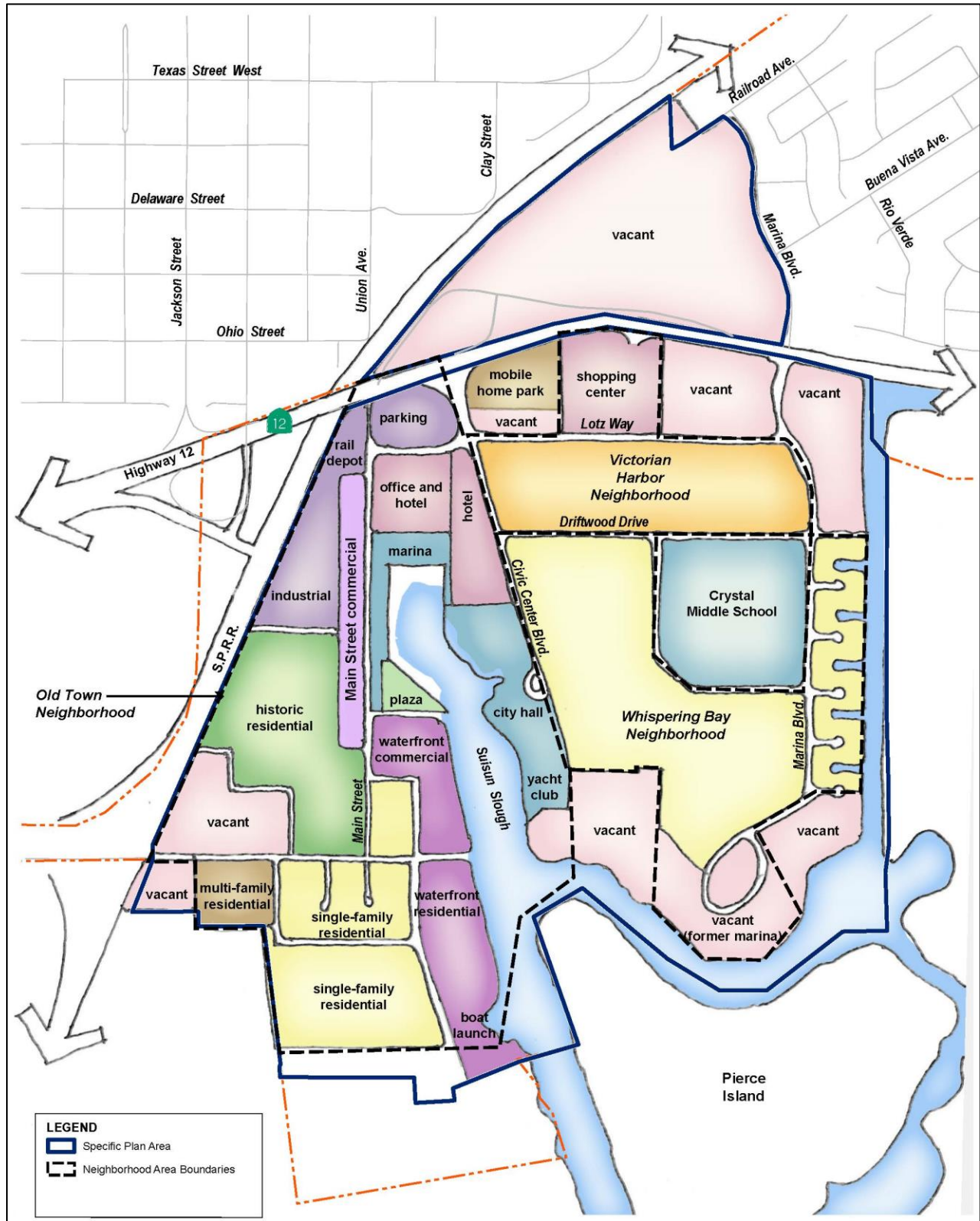
Eight planning districts are identified for the Specific Plan Area (Figure 2-1). Figure 2-2 shows a general depiction of existing uses in the Specific Plan Area.

Figure 2-1: Planning Districts



Source: AECOM 2023

Figure 2-2: Existing Land Uses



Source: AECOM 2023

District 1, Western Marina Boulevard and SR 12

District 1 encompasses several large, vacant, or underutilized parcels along both sides of SR 12 zoned for development. North of SR 12 is a vacant 30-acre property bound by the railroad tracks on the west and Marina Boulevard on the east. Uses south of SR 12 and north of Lotz Way include a small shopping center and a vacant commercial parcel between the shopping center and Marina Boulevard. Future development of District 1 should anticipate working cooperatively and collaboratively with the County of Solano and the City of Fairfield to explore opportunities to enhance regional flood controls and stormwater improvements.

District 2, Suisun-Fairfield Train Depot

District 2 is anchored by the historic Southern Pacific Company railway depot located at the northernmost point of Main Street where the SR 12 overpass crosses the railway. Across the street and east of Main Street is a Caltrans-owned, park-and-ride facility for the depot on Lotz Way. District 2 also includes an undeveloped parcel north of SR 12 along Main Street commonly referred to as “Denver Curve” and properties along Benton Court west of Main Street that are currently in low-scale light industrial use.



Districts 1 and 2 Existing Site Context

District 3, Downtown Commercial Core

District 3 consists of the properties immediately surrounding the Suisun Channel, including the marina area, Main Street and Harbor Plaza to the west, One Harbor Center to the north, and the Civic Center area to the east. Main Street, from SR 12 south to Morgan Street, serves as the spine and focal point for the Downtown Commercial Core. Paralleling the Suisun Channel, Main Street provides a reflection back to the historic past when Suisun City was a major shipping port. Along this street are one- and two-story commercial buildings, many of which have both historic and architectural value.

At the north end of the Suisun Channel is the site of the former Sheldon Oil facilities, which has been redeveloped with an informal open space green and plaza areas, referred to as Sheldon Plaza. Between Main and Kellogg Streets and the Suisun Channel is a mix of commercial and light industrial uses, some related to the marina uses along the waterfront.



District 3 Existing Site Context

District 4, Historic Suisun City

District 4 is west of the Main Street commercial area and consists of the Old Town historic residential neighborhoods and a vacant property previously occupied by the Crystal Elementary School.



District 4 Existing Site Context

District 5, Harbor Village/Victorian Harbor Neighborhood

District 5 is situated between Lotz Way, the Suisun Slough, Marina Boulevard, and Civic Center Boulevard. This neighborhood consists of single-family residences and multi-family apartment buildings, anchored by the Crystal Middle School. East of Marina Boulevard, north of Driftwood Drive is a vacant property adjoining Suisun Slough.



District 5 Existing Site Context

District 6, Cordelia Gateway Neighborhood

District 6 is south of the Main Street commercial area and consists of multi-family apartment buildings, a vacant parcel along the railroad tracks, and large single-family lots bordering the marsh land south of the district.

District 7, South Waterfront District

District 7 is at the southern edge of the Suisun Channel. At the corner of Walnut Street and Kellogg Street is the location of the municipal boat launching facility and parking area.



Districts 6 and 7 Existing Site Context

District 8, Civic Center / Whispering Bay Waterfront

District 8 includes the civic center area, anchored by City Hall, and the Whispering Bay waterfront, which wraps the southeastern edge of the Specific Plan Area. This district is bordered by Marina Boulevard / Marina Circle and Civic Center Boulevard to the north. West of Civic Center Boulevard are the City's administrative offices, the Solano Yacht club, and open space and wetland areas.

This district also includes the former Whispering Bay marina, which was developed in the 1960s as a private marina, with docking facilities. Over the years, the docks and slips deteriorated and were removed. Siltation, lack of maintenance, and dredging have limited the site to its current use as a surface parking and storage facility. The limited utility of the site currently, along with its location within a mile of transit, makes the area along Whispering Bay a key redevelopment and infill opportunity site.

Several undeveloped properties are located on the southern end of the Suisun Channel, near the terminus of Harbor Park Drive and Whispering Bay Lane. Development of these vacant properties and redevelopment of the former marina has the potential to provide a circulation connection that joins Marina Boulevard to Civic Center Boulevard.

Across Suisun Slough from the Whispering Bay Neighborhood is Pierce Island, an undeveloped area currently designated as a dredge material disposal site and permanent open space. The island was formerly used for a series of oxidation ponds for sewage treatment.



District 8 Existing Site Context



2.2 Regulating Plans

2.2.1 Suisun City General Plan and Zoning Code

Development in Suisun City must comply with the Suisun City General Plan and Zoning Code. The General Plan establishes goals and policies that are designed to guide development and conservation throughout the City's Planning Area. The is required by State law to be consistent with the General Plan. The land use designation in the General Plan for the Area is "Downtown Waterfront Specific Plan." The WDSP allows development consistent with the land use plan provided in Chapter 3.

The General Plan contains policies and goals relevant to the WDSP Area. Several elements of the General Plan have policies that form a framework for the Specific Plan Area.

General Plan guiding principles that have the greatest general bearing on development in the Specific Plan Area and with which the WDSP must be consistent include the following:

Community Character

1. *Suisun City will strive to enhance the City's authentic, local identity as a vibrant waterfront community.*

- Focus higher-density development and mixed-use projects in areas adjacent to the train/intermodal depot.

Destination Tourism and Entertainment

2. *Suisun City will encourage the development of uses and protection of resources that attract visitors, enhancing the community as a tourism destination.*

- Promote a vibrant downtown that provides both daytime and nighttime activities to attract visitors.
- Provide a variety of high-quality passive and active recreation and leisure activities.
- Promote arts and culture in the community, including theaters, galleries, museums, music venues, and other activities.

Downtown

3. ***Suisun City will continue to develop the Downtown as a vibrant, pedestrian-scaled commercial and entertainment center that reflects our community's unique waterfront character.***
 - Develop the Downtown as the social and cultural heart of the community.
 - Strategically develop the Priority Development Area to provide convenient, attractive housing, shopping, services, and employment in the downtown neighborhood.
 - Provide convenient linkages from the train depot and other regional connectors to bring patrons to the Downtown.
 - Ensure safe and efficient walking, biking, driving, and parking in the Downtown.
 - Foster transit-oriented development around the train/intermodal depot.

Neighborhood Vitality

4. ***Suisun City will ensure that neighborhoods maintain their character and vitality.***
 - Maintain complete, well-designed, and walkable neighborhoods, with places to gather, nearby services, and multimodal access to jobs, recreation, and other community and regional services.
 - Create policies and programs to maintain the character and vitality of neighborhoods.

Quality of Community Life

5. ***Suisun City will foster an inclusive, multigenerational community that is economically and ethnically diverse.***
 - Encourage our community to live, work, and play locally, while supporting social and cultural activities, facilities, and programs.
 - Provide a full spectrum of activities and services to meet the needs of the entire community, including youth and seniors.

Sustainability

6. ***Suisun City will practice economically, fiscally, and environmentally responsible municipal decision-making to avoid shifting today's cost to future generations.***
 - Use sustainable development and land use practices that provide for today's residents and businesses while preserving choices for the community in the future.



- Encourage a healthy living environment.
- Preserve and enhance natural resources and minimize negative environmental impacts.

Transportation

7. ***Suisun City will provide choices for attractive, convenient transportation.***

- Design for active pedestrian and bicycle-friendly paths and streets, as well as public spaces.
- Provide transportation alternatives to the automobile, especially capitalizing on the location of the train depot.

2.2.2 San Francisco Bay Plan

The San Francisco Bay Conservation and Development Commission (BCDC) is a state agency created to protect the bay as a natural resource, to guide development, and enhance public access.

BCDC has adopted the *San Francisco Bay Plan*, which includes land use policies that apply to portions of the Specific Plan Area and areas adjacent to the Specific Plan Area. The Bay Plan, which was initially adopted by the BCDC in 1968, signed into law by the California Legislature in 1969, last updated in 2012, and amended in October 2019, encompasses the San Francisco, San Pablo, and Suisun Bays and the portions of the Sacramento-San Joaquin Delta as far east as Collinsville.

The *San Francisco Bay Plan*'s objectives are to protect the bay as a great natural resource for the benefit of present and future generations and to develop the bay and its shoreline to their highest potential with the minimum of Bay filling. According to the Bay Plan, filling may only be permitted for water-related purposes that provide substantial public benefits, ports, water-related industrial uses, airports, freeways, bridges, recreational opportunities, wildlife refuges, and public shoreline access.

The Bay Plan also recognizes the value of fish and wildlife resources. Policies have been established to protect and maintain remaining marshes and mudflats, the remaining water volume and surface area of the Bay Region, and adequate freshwater inflow into the bay. The BCDC has regulatory authority over all uses and development within 100 feet landward of, and parallel to the shoreline of the San Francisco Bay.

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CHAPTER 3 | LAND USE REGULATIONS

This chapter identifies permitted and conditionally permitted uses within each of the residential, commercial, mixed-use, and civic/open space land use zones in the Waterfront District Specific Plan (WDSP) Area (Specific Plan Area).

This Chapter should be referenced in conjunction with Chapter 6, which describes the development standards and design standards governing development in the Specific Plan Area, and Chapter 7, which describes the methods for administering the Specific Plan, including the process for administrative review, conditional use, and temporary use permits.

3.1 Land Use Zones

Figure 3-1, Land Use Map, identifies the land use zones governing development within the Specific Plan Area. These land use zones govern the use of property and shall replace and supersede all previous zoning designations for the Specific Plan Area.

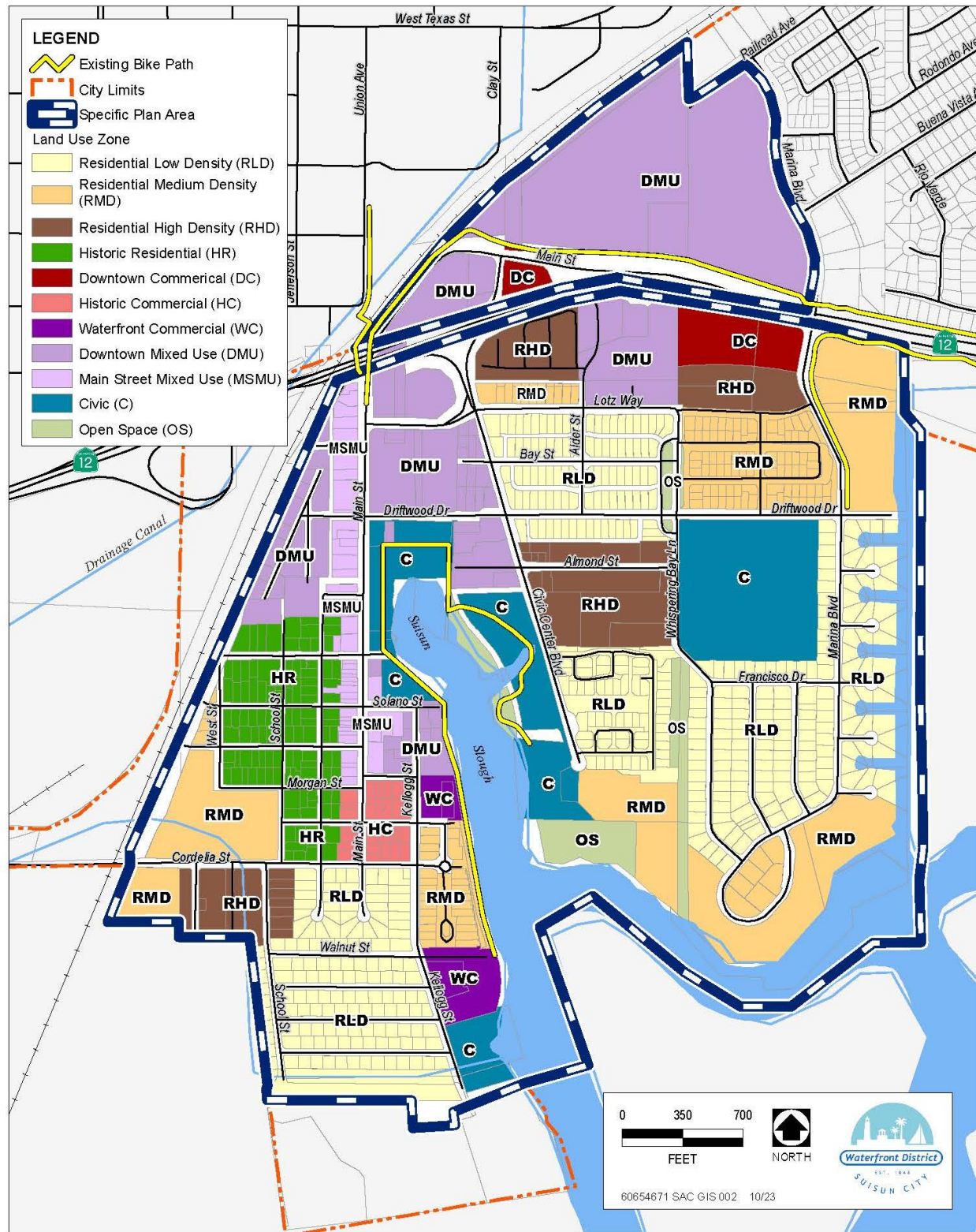
The City's Development Services Department, Planning Division is responsible for General Plan administration and interpretation and other adopted planning documents, including this Specific Plan and the Zoning Code. See Section 7.4 for further details on Specific Plan administration.

3.1.1 Residential Zones

Four residential land use zones are established:

- RLD – Residential Low Density
- RMD – Residential Medium Density
- RHD – Residential High Density
- HR – Historic Residential

Figure 3-1: Land Use Map



Source: AECOM 2023

The Specific Plan's RLD, RMD, and RHD zones implement the General Plan's policies governing low-, medium-, and high-density residential development, with densities that are consistent with existing development and the Downtown Waterfront Specific Plan land use designation (the previous name of the Specific Plan).

The HR zone implements the General Plan's policies for the preservation of Old Town's residential neighborhood historic character.

Existing development that was legal when established but does not conform to some of the standards in Table 3-1 through Table 3-4 or other Specific Plan regulations shall continue to be permitted to exist in their current state but shall be subject to the standards for nonconforming uses, addressed in Section 7.5 of this Specific Plan. Section 7.6.2 outlines the use permit process, including conditions of approval and findings required to grant use permits, that are applicable to nonconforming uses.

A. Residential Low Density (RLD) Zone

This zone provides for lower-density residential development at up to twelve (12) dwelling units per net acre.

Table 3-1: Residential Low Density Zone Allowed Uses	
Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family dwelling Duplex, triplex Townhomes Accessory dwelling units or guest houses Small family day care homes (care for 6 or fewer persons) Small residential care homes (care for 6 or fewer persons) Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Home occupations/Live-work (subject to standards in WDSP Section 3.1.4) Large family day care homes (care for 7 or more persons) Large residential care homes (care for 7 or more persons) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Public/quasi-public use (e.g., community center, school, fire station, library, church) Mobile home park
<ul style="list-style-type: none"> Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4. 	

B. Residential Medium Density (RMD) Zone

This zone provides for a wide variety of residential development of between 12.1-24.9 dwelling units per net acre, including detached and attached single-family and multi-family dwellings.

This zone is also intended to allow and encourage some commercial uses along the waterfront, particularly on residential lots with waterfront access. Limited commercial uses on these lots allow for design or conversion of ground floor space for this purpose. A Conditional Use Permit, as addressed in Chapter 7, is required to ensure compatibility of commercial development with the surrounding residential neighborhoods.

The allowed uses in the RMD Zone are intended to be consistent with the Promenade at Delta Cove project. In the case of any conflict between allowable uses in the RMD Zone and the Promenade at Delta Cove project, as addressed in Resolution 2003-57, the Promenade at Delta Cove Design Guidelines shall prevail.

Table 3-2: Residential Medium Density Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family dwelling Duplex, triplex Multi-family dwellings (i.e., apartments, condominiums) Accessory dwelling units or guest houses Home occupations/Live-work (subject to standards in Section 3.1.4 of this Specific Plan) Small family day care homes (caring for 6 fewer persons) Small state licensed residential care homes (caring for 6 or fewer persons) Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Bed and breakfast inn Large family day care homes (caring for 7 or more persons) Large state licensed residential care homes (caring for 7 or more persons) Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor Mobile home park
<ul style="list-style-type: none"> Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4. 	

C. Residential High Density (RHD) Zone

This zone provides for a wide variety of multi-family residential development types between 25-54 dwelling units per net acre. This zone is also intended to support high-density infill development in appropriate locations throughout the Specific Plan Area, particularly near the Suisun-Fairfield Train Depot.

This zone also allows and encourages some commercial uses to allow for design or conversion of ground floor space for this purpose. A Conditional Use Permit, as addressed in Chapter 7, is required to ensure compatibility of commercial development with surrounding areas.

Table 3-3: Residential High Density Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> Single-family attached dwellings Duplex, triplex Multi-family dwellings (i.e., apartments, condominiums) Live-work units Rooming and boarding houses Accessory dwelling units or guest houses Small family day care homes (caring for 6 or fewer persons) Small state licensed residential care homes (caring for 6 or fewer persons) Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> Bed and breakfast inn Home occupations/Live-work (subject to standards in Section 3.1.4 of this Specific Plan) Large family day care homes (caring for 7 or more persons) Large state licensed residential care homes (caring for 7 or more persons) Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> Limited commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor Mobile home park
<ul style="list-style-type: none"> Any other uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4. 	

D. Historic Residential (HR) Zone

This zone, along with Main Street and the waterfront, comprise the first area of settlement, which contributed significantly to the culture and development of the City. The HR zone contains several historic structures, which are a highly valued part of the City's heritage. The Solano County Landmarks Commission has, through the publication: "Our Lasting Heritage," documented the historical and architectural value of a number of properties in the HR area. Some of these are good examples of earlier architectural styles and exemplify elements of outstanding attention to design, detail, materials, and craftsmanship.

The Cultural Resources chapter within Volume II, Technical Background Reports of the General Plan (adopted in May 2015) lists known cultural resources and contributing resources to the Suisun City Historic District, an area bounded by Sacramento Street to the north, West Street to the west, Cordelia Street to the South, and Kellogg and Main Streets to the east. This district comprises of 95 contributing buildings, including residences, commercial, and social/religious buildings that have historically been associated with the Downtown Core of the City and retain their integrity.

The specific purpose and intent of the HR zone, as summarized by the following objectives, is to ensure that this area continues as a viable residential neighborhood and ensure the City's cultural heritage, as reflected in its historic structures, sites, and features, is not destroyed.

- Preserve and protect historic structures.
- Preserve and maintain the Historic Residential area embodied in the HR zone as a cohesive neighborhood unit.
- Enhance property values.
- Ensure that the community's cultural heritage, as reflected in the built environment, is not lost.
- Encourage redevelopment of vacant and incompatible structures to develop in accordance with the historic character of the zone.
- Provide for rehabilitation, additions, and modifications to existing structures in a manner that is sensitive to the historic qualities of these structures.

The HR zone applies to the existing Old Town residential neighborhood and is intended to accommodate a mix of single-family homes, duplexes, multi-family dwellings, and compatible non-residential uses that maintain the historic character of the area. This zone permits residential development of between six (6) to eighteen (18) dwelling units per net acre.

No mobile home, as defined by the City Zoning Code, or camping unit, designed to be carried or towed by a motor vehicle, tent, mobile living unit, boat, trailer, or freight van shall be stored in any front or side yard

adjacent to a public street within the HR zone longer than seven (7) consecutive days without obtaining a Temporary Use Permit, as addressed in Chapter 7. Storage beyond the time allotted for a temporary use is prohibited. Manufactured homes must comply with the standards for manufactured homes in Chapter 18.54 of the City Zoning Code and with the design standards applicable to the HR zone, addressed in Chapter 6 of this Specific Plan.

Refer to Chapter 6 for development standards and Appendix A for special architectural review, demolition, and renewal procedures that apply to the HR zone.

Table 3-4: Historic Residential Zone Allowed Uses

Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Single-family dwellings ▪ Duplex, triplex ▪ Accessory dwelling units or guest houses ▪ Small family day care homes (caring for 6 or fewer persons) ▪ Small state licensed residential care homes (caring for 6 or fewer persons) ▪ Park, playground 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Home occupations/Live-work (subject to standards in Section 3.1.4 of this Specific Plan) ▪ Large family day care homes (caring for 7 or more persons) ▪ Large state licensed residential care homes (caring for 7 or more persons) ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) ▪ Lodges, fraternal organizations <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Limited commercial uses (e.g., café, coffee shop, restaurant), limited to 40% of the net building area of development on the ground floor ▪ Mobile home park ▪ Multi-family dwellings (i.e., apartments, condominiums)
<ul style="list-style-type: none"> ▪ Any other neighborhood-oriented uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. ▪ Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4. 	

3.1.2 Commercial Zones

Six commercial land use zones are established:

- MSMU – Main Street Mixed Use
- DMU – Downtown Mixed Use
- HC – Historic Commercial
- DMU – Downtown Mixed Use
- DC – Downtown Commercial
- WC – Waterfront Commercial

A. Main Street Mixed Use (MSMU) Zone

This zone is primarily devoted to preserving and enhancing the mix of retail, entertainment, and destination uses in the Downtown Core. This Specific Plan is intended to encourage the historic mix of uses, which typically consisted of a retail or personal service business in the ground floor storefront facing Main Street, with small commercial, professional offices or residential uses on the upper floor(s) and behind the Main Street frontage use.

Main Street retailers have traditionally sold a combination of convenience items and services for everyday needs (e.g., butcher, baker, shoe shop) and specialty items, such as clothing, jewelry, gifts and antiques. Restaurants, cafes, and similar eating and entertainment establishments were also commonplace. Large bulk retail businesses, such as furniture sales, automotive, or wholesale uses were generally found only on the fringes of the Downtown, if at all.

Permitted and conditionally permitted uses within this zone are identified in Table 3-5.

Table 3-5: Main Street Mixed Use Zone Allowed Uses

Permitted Uses ¹	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Art, modeling, music, and/or dance studio ▪ Artist studios; art supply stores ▪ Lodging services ▪ Business services ▪ Commercial services ▪ Communication services ▪ Community social services ▪ Eating and drinking places ▪ Educational services ▪ General merchandise and hardware store ▪ Movie theater ▪ Personal services ▪ Professional or medical offices ▪ Specialty retail shops¹ 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Food and grocery stores ▪ Medical health care facility ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Commercial amusement or entertainment ▪ Drive-through facilities (only north of Driftwood Drive) ▪ Entertainment (i.e., nightclub and bar/lounge) ▪ Furniture stores ▪ Reupholstery and furniture repair; antique refinishing ▪ Residential dwellings² ▪ Convenience market (with or without alcohol) ▪ Shops selling age-restricted goods or providing age-restricted services
<ul style="list-style-type: none"> ▪ Any other retail, service, or public/quasi-public uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. 	
<p>Notes:</p> <ol style="list-style-type: none"> 1. Specialty retail shops are small retail stores that offer distinctive merchandise, typically sourced locally or regionally, and intended to cater to visitors, rather than primarily serving the local population. Specialty retail shops do not include the sale of age-restricted goods or the provision of age-restricted services. 2. Permits the same type of residential dwellings as the RHD zone. <p>Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4.</p>	

B. Historic Commercial (HC) Zone

This zone applies to the area south of Harbor Plaza facing Main Street and east to Kellogg Street. This area is currently predominantly residential but is expected to gradually convert to commercial and/or office uses, which are compatible with residential uses. Because most of the structures are historic and still occupied by residential uses, any commercial conversions of these structures should preserve the significant historical characteristics of the buildings and avoid adverse impacts to the nearby residences. Therefore, office and commercial uses should be low intensity in nature and occur as conversions, rather than replacement of structures.

Generally, residential and public uses are permitted and commercial/office uses are listed as conditional uses. Commercial uses for which a valid City business license has been issued, which are existing at the time of adoption of this document are considered to be conforming uses and do not require a Conditional Use Permit to continue. Allowed uses permitted within the HC zone are indicated in Table 3-6.

Table 3-6: Historic Commercial Zone Allowed Uses	
Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Single-family dwellings ▪ Duplex, triplex ▪ Multiple-family dwellings (i.e., apartments, condominiums)¹ ▪ Nursing home, rest home, convalescent home ▪ Accessory dwelling units or guest houses ▪ Small family day care homes (caring for 6 or fewer persons) ▪ Small state licensed residential care homes (caring for 6 or fewer persons) ▪ Park, playground ▪ Specialty retail shops² 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Home occupations/Live-work (subject to standards in Section 3.1.4 of this Specific Plan) ▪ Large family day care homes (caring for 7 or more persons) ▪ Large state licensed residential care homes (caring for 7 or more persons) ▪ Neighborhood service use ▪ Optical shop or optometrist ▪ Personal and business services ▪ Professional or medical offices <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) ▪ Reupholstery, furniture repair; antique refinishing ▪ Convenience market ▪ Shops selling age-restricted goods or providing age-restricted services
<ul style="list-style-type: none"> ▪ Any other neighborhood-oriented commercial retail, service, or public/quasi-public uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval. 	
<p>Notes:</p> <ol style="list-style-type: none"> 1. Permits the same type of residential dwellings as the HR zone. 2. Specialty retail shops are defined as small retail stores with distinctive, one-of-a-kind merchandise, often supplied locally, not including sale of age-restricted goods or providing age-restricted services. <p>Refer also to the performance standards in Chapter 7 for use permit approval requirements in the HC zone. Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4.</p>	

C. Downtown Mixed Use (DMU) Zone

This zone allows a mix of retail, commercial service, civic, office, and other complementary non-residential uses, as well as higher-density residential development. Allowed uses permitted within the DMU zone are indicated in Table 3-7.

Table 3-7: Downtown Mixed Use Zone Allowed Uses	
Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Antique shop ▪ Art, modeling, music, and/or dance studio ▪ Artist studios; art supply stores ▪ Lodging services ▪ Business services ▪ Clothing and costume stores ▪ Commercial services ▪ Communication services ▪ Community social services ▪ Eating and drinking places ▪ Educational services ▪ Food and grocery stores ▪ General merchandise and hardware store ▪ Medical and veterinary services ▪ Theater (i.e., motion picture or live) ▪ Optical shop or optometrist ▪ Personal services ▪ Professional or medical offices ▪ Specialty retail shops¹ ▪ Single-family dwellings ▪ Duplex, triplex ▪ Multiple-family dwellings (i.e., apartments, condominiums) ▪ Accessory dwelling units or guest houses 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) ▪ Structured parking <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Commercial amusement or entertainment ▪ Commercial retail or services greater than 40,000 square feet ▪ Drive-through facilities (only north of Driftwood Drive) ▪ Entertainment (i.e., nightclub and bar/lounge) ▪ Furniture stores ▪ Hospital ▪ Reupholstery and furniture repair; antique refinishing ▪ Convenience market ▪ Shops selling age-restricted goods or providing age-restricted services
<p>Any other retail, service, public/quasi-public, or residential uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval.</p>	
<p>Notes:</p> <p>1. Specialty retail shops are defined as small retail stores with distinctive merchandise, often supplied locally or with a local theme, not including sale of age-restricted goods or providing age-restricted services.</p> <p>Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4.</p>	

D. Downtown Commercial (DC) Zone

This zone is intended to accommodate primarily retail and commercial services, but also allows complementary office, civic, and recreational uses. Allowed uses permitted within the DC zone are shown in Table 3-8.

Table 3-8: Downtown Commercial Zone Allowed Uses	
Permitted Uses	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Art, modeling, music, and/or dance studio ▪ Auto parts, sales, without repair ▪ Business services ▪ Commercial services ▪ Communication services ▪ Community social services ▪ Drive-through facilities ▪ Dry cleaning, laundry ▪ Eating and drinking places ▪ Educational services ▪ Entertainment (i.e., nightclub and bar/lounge) ▪ Food and grocery stores ▪ Finance, insurance, and real estate offices ▪ General retail and merchandise stores ▪ Medical health care facility ▪ Optical shop or optometrist ▪ Lodge, fraternal organization or club ▪ Parks and open space ▪ Personal services ▪ Professional or medical offices ▪ Theater (i.e., motion picture or live) ▪ Specialty retail shops¹ 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Bed and breakfast inn ▪ Commercial amusement or entertainment ▪ Hospital ▪ Public/quasi-public use (e.g., community center, school, fire station, library, church) <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Automotive service and repair ▪ Manufacturing uses greater than 5,000 square feet ▪ Research and development and laboratory facilities ▪ Wholesale or warehouse facilities, as an incidental use ▪ Corporation yard, as an incidental use ▪ Convenience market ▪ Shops selling age-restricted goods or providing age-restricted services.
<p>Any other retail, service, public/quasi-public, or residential uses that are similar in nature, function, and operations to the permitted, administrative review clearance, and conditionally permitted uses listed above shall be subject to the same level of review and approval.</p>	
<p>Notes:</p> <ol style="list-style-type: none"> 1. Specialty retail shops are defined as small retail stores with distinctive merchandise, often supplied locally or with a local theme, not including sale of age-restricted goods or providing age-restricted services. 2. Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4. 	



E. Waterfront Commercial (WC) Zone

This WC zone is located behind or to the east of Harbor Plaza, adjacent to the waterfront and marina. This zone also exists south of the RM zone and north of the City boat launch. Because of its proximity to both the marina and Main Street, this area is expected to accommodate elements of both Main Street retail and related uses, as well as uses which are needed to serve the marina and boat owners or are required by their nature to be located adjacent to the Waterfront.

Table 3-9: Waterfront Commercial Zone Allowed Uses

Permitted Uses	Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Uses as permitted within the Main Street Mixed Use zone (outlined in Table 3-5, above) ▪ Boat equipment sales, supplies, and marine products and accessories ▪ Boat and marine sales and services, where service is accessory to the sales operation ▪ Marina, public access, and related public facilities ▪ Sales of recreational vehicles only ▪ Sales of products for boating and water recreation activities ▪ Water-oriented commercial, entertainment, and similar uses that are connected to the water or related to water-related activities 	<p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Boat repair and service, not accessory to a sales operation ▪ Boat storage ▪ Manufacture/assembly of boating products ▪ Gas sales for boat use only ▪ Convenience market ▪ Shops selling age-restricted goods or providing age-restricted services
<ul style="list-style-type: none"> ▪ Any other retail, service, public/quasi-public uses similar in nature, function, and operations to the permitted and conditionally permitted uses listed above shall be subject to the same level of review and approval. <p>Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4.</p>	

3.1.3 Civic/Open Space Zones

Civic and open space land use zones to be established include:

- C – Civic
- OS – Open Space

The allowed uses within each of these zones follow in Table 3-10 and Table 3-11. Chapter 5 provides a more detailed description of the parks and open space concepts and facilities envisioned within the Specific Plan Area.

A. Civic (C) Zone

The Land Use Map designates locations of existing and planned civic facilities. Existing facilities include the public marina, schools, neighborhood parks, common parking areas, and the Civic Center. The C zone is intended to accommodate a variety of facilities, including but not limited to parks, schools, civic facilities, parking, and trails provided for the recreation or service of the community.

Table 3-10: Civic Zone Allowed Uses	
Permitted Uses ¹	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Parks and publicly accessible open space ▪ Public plaza area ▪ Recreational facilities ▪ Public and private marinas, including guest docks, boat launches, and related facilities ▪ Uses occurring on a floating vessel moored in the water within or adjacent to the marina (e.g., conference facilities, restaurant, nightclub or cabaret, and other entertainment uses) ▪ Social or recreational center, club, or lodge ▪ Parking and transportation facilities 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Any other uses which are similar in nature, function, or operation to permitted uses listed. <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Any other uses in which the Planning Division, Planning Commission, or City Council on appeal finds to be consistent with the intent of the zone, subject to certain conditions or restrictions.
<p>▪ Any other public/quasi-public or recreational uses, similar in nature, function, and operations to the permitted uses listed above shall be subject to the same level of review and approval.</p> <p>Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4</p>	



B. Open Space (OS) Zone

The Land Use Map also designates the location for open space within the Specific Plan Area. This district is intended to accommodate a variety of passive recreational and open space facilities, including wetland and natural areas to remain open/undeveloped, drainage areas, and waterfront trails/promenades.

Table 3-11: Open Space Zone Allowed Uses

Permitted Uses ¹	Administrative Review and Conditionally Permitted Uses
<ul style="list-style-type: none"> ▪ Open/undeveloped natural areas and wetlands ▪ Resource protection and restoration ▪ Resource related recreation ▪ Minerals or natural minerals removal 	<p>Administrative Review:</p> <ul style="list-style-type: none"> ▪ Agricultural uses ▪ Parks ▪ Nursery, plants ▪ Campground ▪ Any other uses which are similar in nature, function, or operation to permitted uses listed. <p>Conditionally Permitted:</p> <ul style="list-style-type: none"> ▪ Any other uses in which the Planning Division, Planning Commission, or City Council on appeal finds to be consistent with the intent of the zone, subject to certain conditions or restrictions.
<ul style="list-style-type: none"> ▪ Any other public/quasi-public or recreational uses, similar in nature, function, and operations to the permitted uses listed above shall be subject to the same level of review and approval. <p>Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted in Section 3.1.4.</p>	



Live-work example in the Delta Landing neighborhood

3.1.4 Special Use Regulations

Special use regulations in the City's Zoning Code shall apply to the Specific Plan Area, unless otherwise noted.

- Live-work development shall be permitted in accordance with the regulations in Zoning Code Chapter 18.52.
- Home occupations shall comply with the standards in Zoning Code Chapter 18.50.

CHAPTER 4 | TRAFFIC + CIRCULATION

4.1 Vehicular Access

4.1.1 Regional Vehicular Access

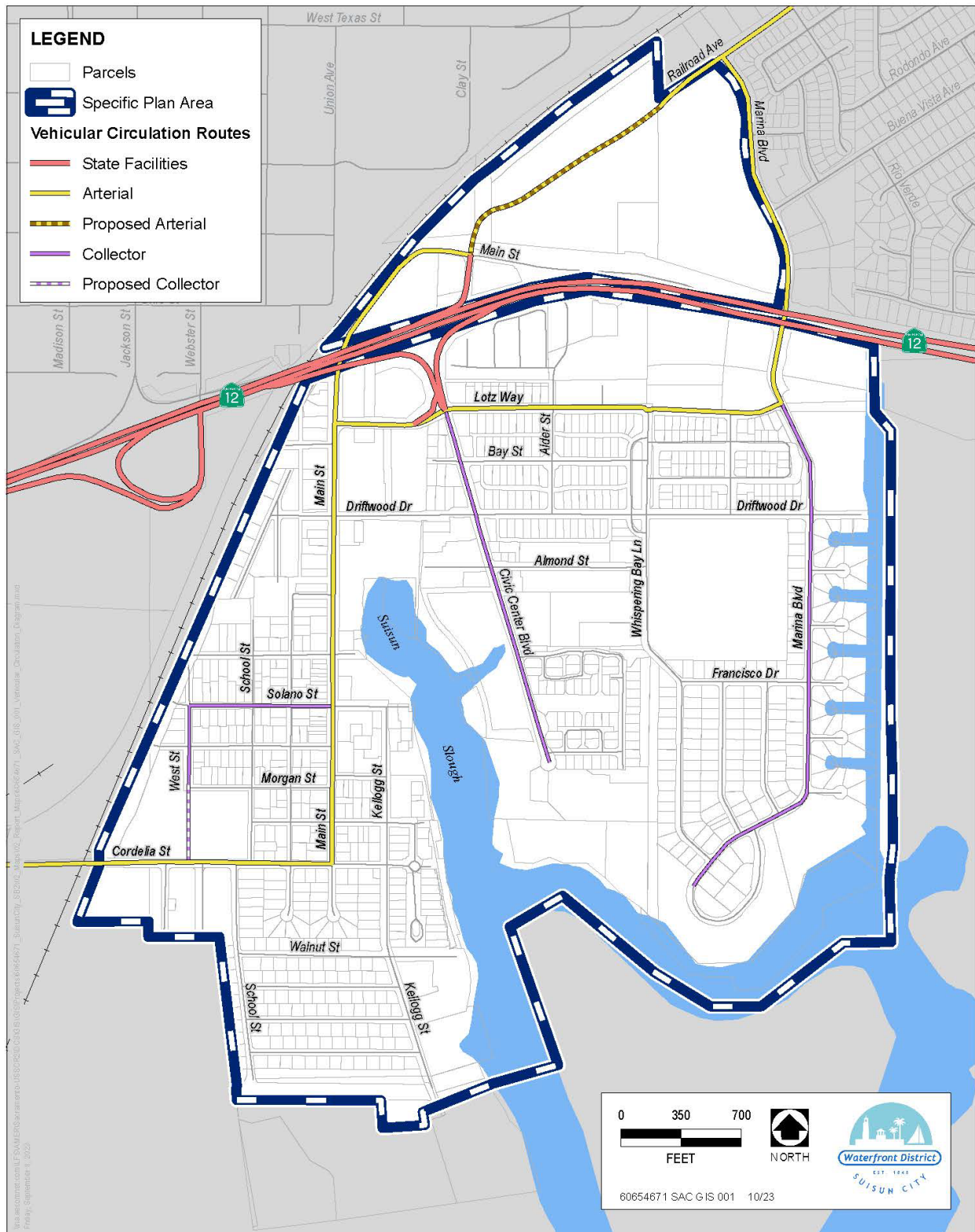
Regional access to the Waterfront District Specific Plan (WDSP) Area (Specific Plan Area) is shown in Figure 4-1. Although access from the east and west appears adequate, access to the Waterfront District from the north is hindered by the highway. To access the Specific Plan Area, most drivers must get on Highway 12 (SR 12) and use the Civic Center Boulevard exit if they are traveling eastbound or the Main Street exit if they are traveling westbound. As an alternative route, drivers can use the at-grade intersections at Pennsylvania Avenue to the west, entering Suisun City via Cordelia Street or at Marina Boulevard to the east.

- **SR 12** is a four-lane, east-west oriented highway that provides access for Suisun City to Interstate 80 about two miles to the west. Near Suisun City, it has two at-grade intersections with Marina Boulevard and Pennsylvania Avenue.
- **Cordelia Street** is a two-lane rural arterial roadway that runs east-west from Interstate 80 to the west and to Main Street to the east. It is relatively narrow, with gravel shoulders. As it approaches Suisun City's Old Town area, it is designated as Cordelia Street and is wider, with on-street parking and sidewalks.

4.1.2 Local Vehicular Access

Within and adjacent to the Specific Plan Area, existing and planned vehicular access roadways are shown in Figure 4-1, by their proposed classification as either an expressway, arterial, collector, or local street. Primary street segments in the Specific Plan Area are briefly summarized in the bullets that follow.

Figure 4-1: Vehicular Circulation Network



Source: Metropolitan Transportation Commission, AECOM 2023

- **Main Street** is a two-lane arterial that runs north-south through the historic commercial area. Commercial land uses and on-street parking line each side of the street. The northern terminus of Main Street links with the SR 12 westbound on- and off-ramps. To the south, it connects with Cordelia Street.
- **Civic Center Boulevard** is a two-lane divided collector street with a landscaped median that generally runs north-south from its interchange with SR 12 to a cul-de-sac just south of City Hall.
- **Driftwood Drive** is a two-lane local collector that is oriented east to west, connecting Marina Boulevard and Civic Center Boulevard with Main Street and Benton Court.
- **Lotz Way** is a two-lane, east-west arterial that extends from Main Street to Marina Boulevard. West of Civic Center Boulevard, Lotz Way serves as an arterial link between Main Street and the SR 12 eastbound on and off-ramps. East of Civic Center Boulevard, Lotz Way operates as an arterial street to its present terminus at Marina Boulevard.
- **Marina Boulevard** is an arterial/collector that runs from Railroad Avenue north of SR 12 to the marina neighborhoods adjacent to Suisun Slough. Marina Boulevard has an at-grade, signalized intersection with SR 12. It is four lanes wide north of SR 12 and two lanes wide, with bike lanes, south of SR 12.
- **Railroad Avenue** is an arterial that runs from Sunset Avenue and terminates just west of Marina Boulevard. It is a four-lane roadway with a median and bike lanes east of Birchwood Court. West of this, Railroad Avenue is a wide, two-lane roadway, with bike lanes and on-street parking. West of the current terminus of Railroad Avenue, the street is planned to continue to the west as a future four-lane arterial to connect with the extension of Main Street/Denverton Road.

4.1.3 Planned Vehicular Circulation Improvements

As the Specific Plan Area continues to develop, new multi-modal facilities will enhance the circulation network. The timing and construction of these projects will be dependent on available grant funding, Capital Improvement Program budgeting, and private development applications.

Circulation system improvements are indicated by dashed lines in Figure 4-1. Street sections for typical streets in the Specific Plan Area are provided in Figures 4-2 through 4-8.

- A new collector is proposed parallel to and east of the railroad line, between Spring Street and Cordelia Street (called “Old Town Bypass” in the 1999 Specific Plan).
- Streetscape improvements along Main Street, particularly to update the west side of Main Street (Figure 4-2).

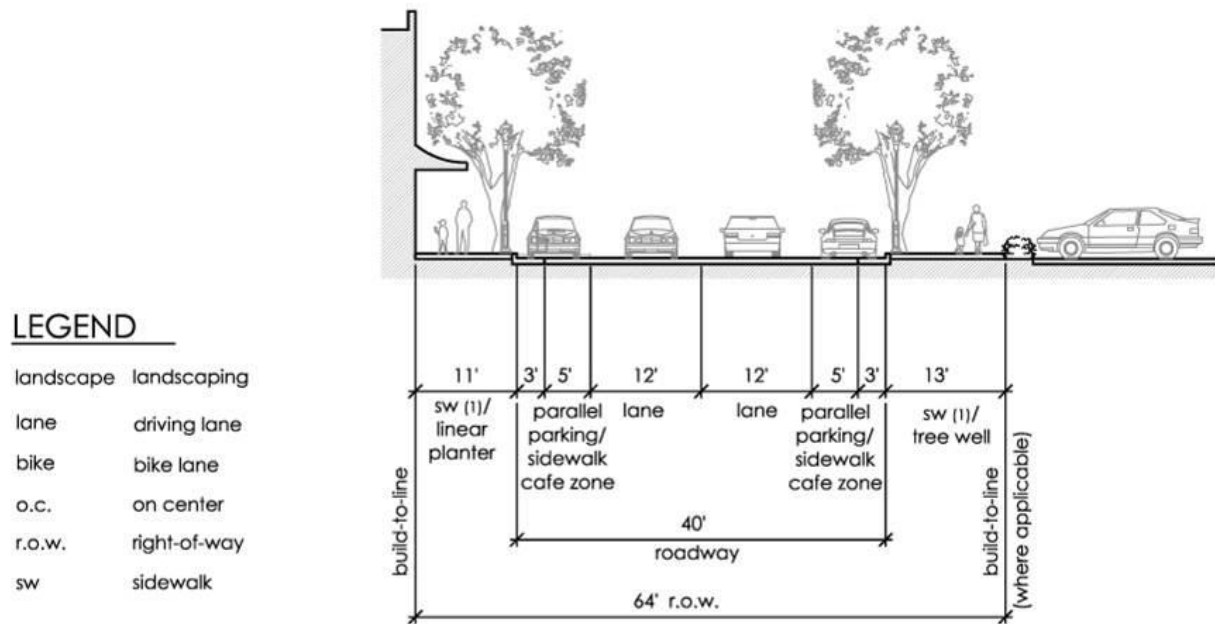
- New streets to serve the 30-acre commercial property, north of SR-12 to include:
 - Extension of Railroad Avenue, west of Marina Boulevard to the extension of Main Street/Denverton Road as a four-lane divided street with bike lanes (Figure 4-3).
 - An at-grade crossing of the railroad tracks, to connect with Clay Street in Fairfield.
- Improvements or enhancements to existing Downtown arterial and collector streets to support safe multimodal travel and access (Figures 4-4 through 4-6).
- New local neighborhood roadways and alleys to connect and serve new residential and mixed-uses development within opportunity sites in the Specific Plan Area (Figure 4-7 and 4-8).

4.1.4 Roadway Design Standards

The City's Standard Specifications document provides construction specifications for public streets. Planned arterial, collector, and local streets, including Main Street, shall be governed by the Specific Plan standards and typical sections that follow in this chapter. Where a conflict arises, the Specific Plan standards will control. Exceptions to these standards may be granted by the Development Services Director, where a different solution may be needed due to property constraints or to enhance pedestrian, bicycle, or transit safety and convenience.

Entry treatments walls, landscaping, and related streetscape or frontage improvements are further addressed in the development and design standards in Chapter 6.

Figure 4-2: Typical Main Street Section and Plan Detail



Notes:

(1) Sidewalks fronting commercial developments shall maintain a min. 6-foot wide clearance for pedestrian traffic.

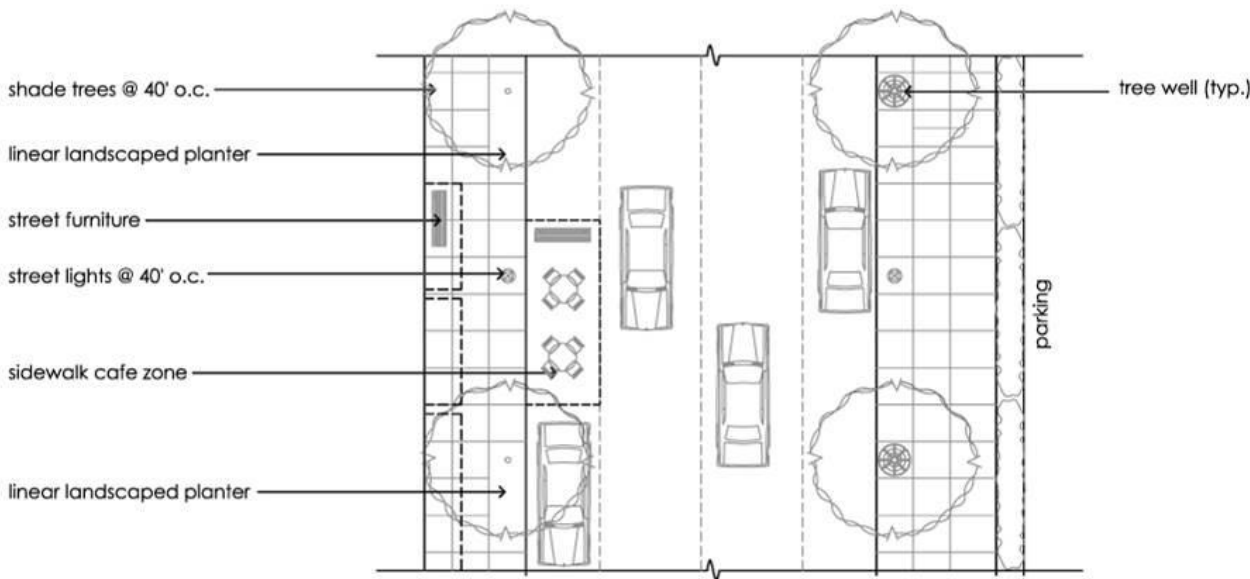
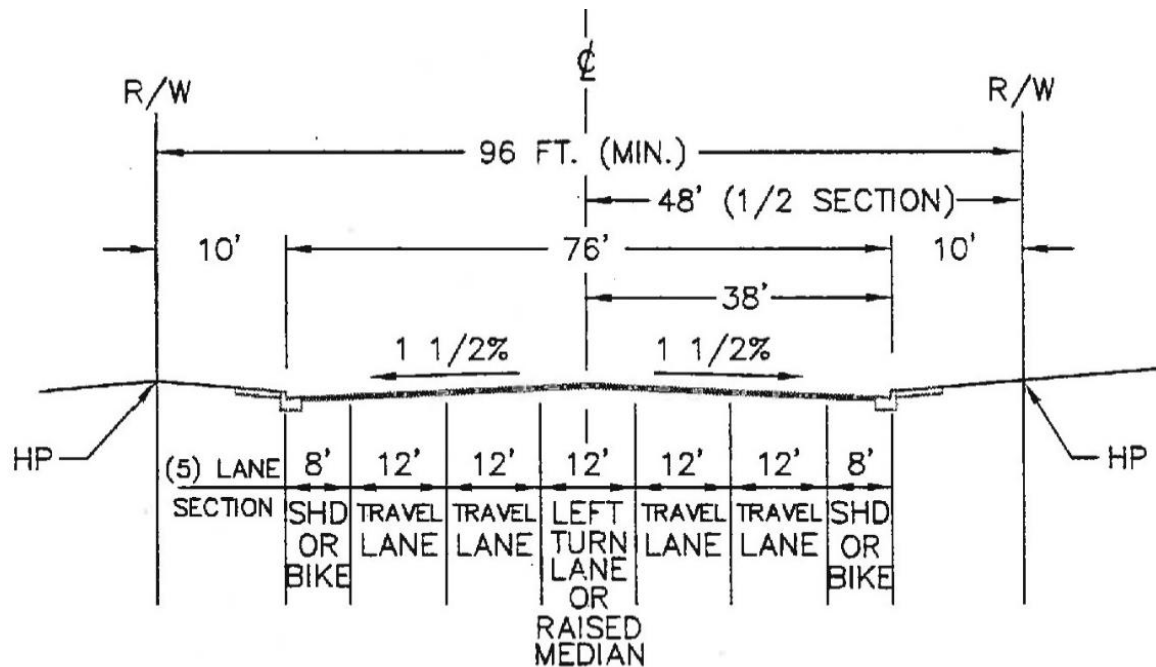


Figure 4-3: Arterial Street on 30-acre Property (Railroad Avenue)

Railroad Avenue at full buildout will include four lanes (two in each direction), two bicycle lanes of at least five feet in width in each direction and may include other streetscape elements. Please see designs on file with the City Public Works Department. The proposed right-of-way is 96 feet.

Figure 4-4: Typical Collector**LEGEND**

landscape	landscaping
lane	driving lane
bike	bike lane
r.o.w.	right-of-way
sw	sidewalk

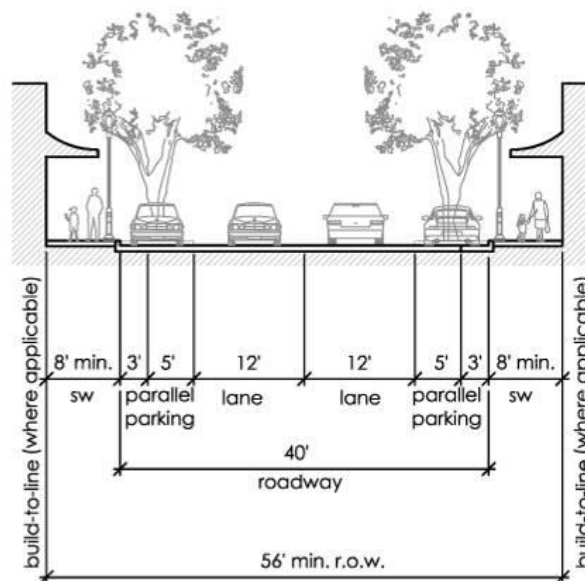


Figure 4-5: Typical Downtown Neighborhood Arterial

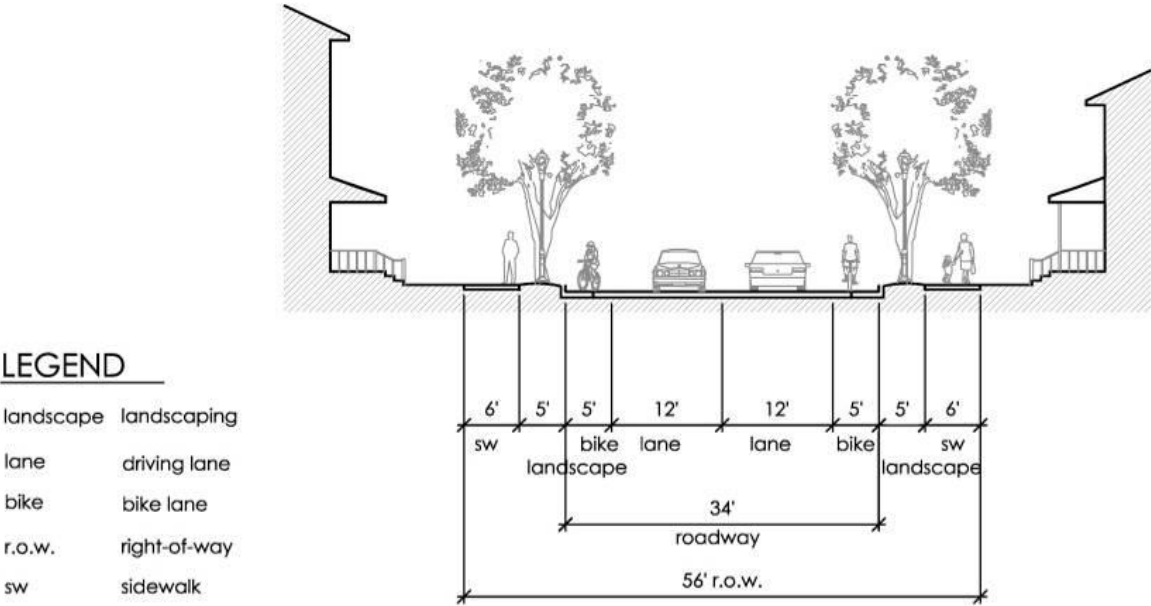


Figure 4-6: Typical Downtown Neighborhood Collector
(Parking on One or Both Sides)

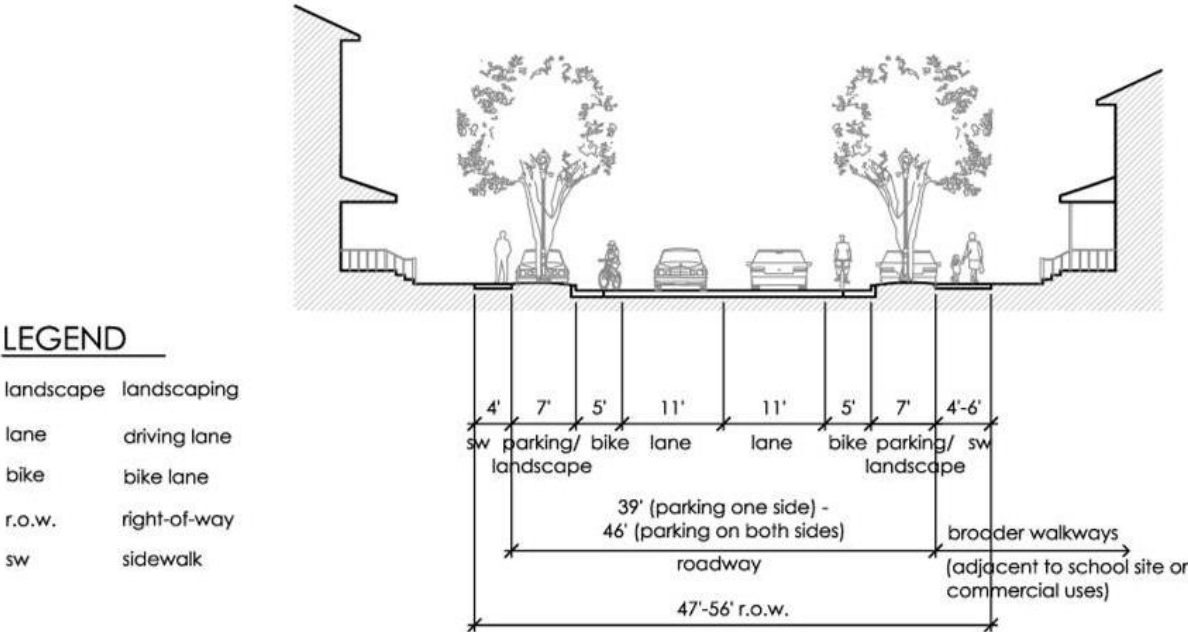
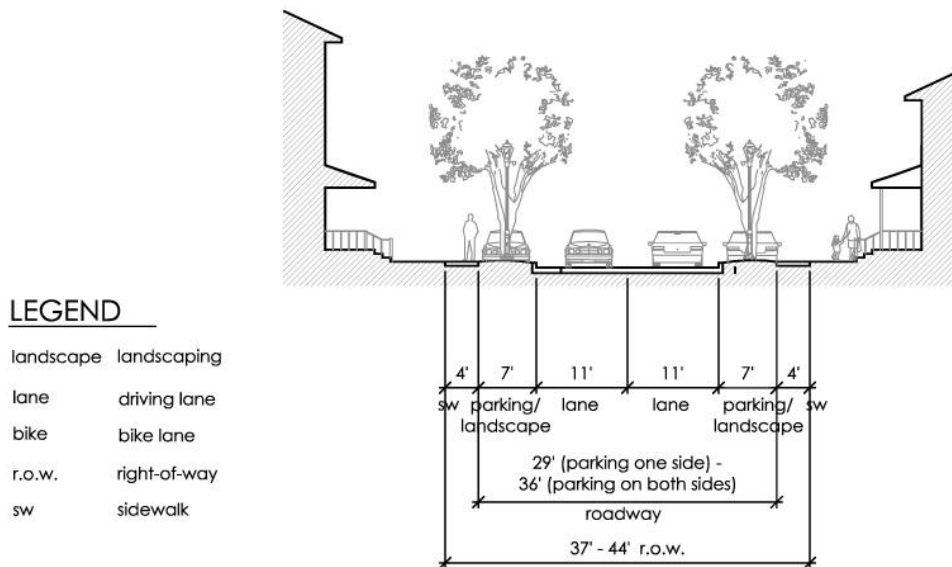
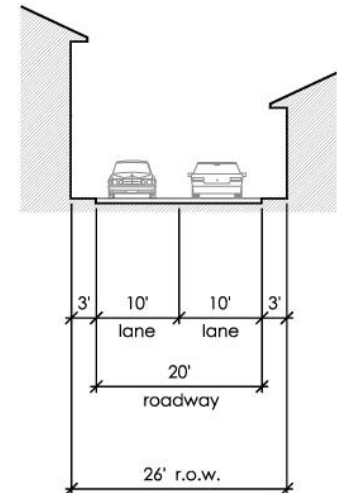


Figure 4-7: Typical Local Street (Parking on One or Both Sides)**Figure 4-8: Typical Alley**

General Circulation Standards

1. All public streets shall connect into the larger circulation pattern. Block lengths shall be 300 feet or less. The use of cul-de-sacs shall not be permitted.
2. Gateway islands or pedestrian refuges provided at the entrance of a neighborhood, neck downs at intersections, and other traffic control devices shall be utilized to slow traffic through residential neighborhoods and facilitate safe pedestrian crossings. Gateway islands shall be used for neighborhood or commercial streets that intersect with Civic Center and Marina Boulevards.

A. Commercial Streets and Main Street

1. Sidewalks along commercial streets shall support outdoor activities, such as seating and dining. Sidewalks adjacent to seating and dining areas must leave five (5) feet or more of vacant sidewalk space between the edge and the curb to provide adequate pedestrian circulation.
2. Sidewalks adjacent to storefronts along Main Street and around Harbor Plaza shall be a minimum of ten (10) feet wide in order to allow adequate space for trees, light fixtures, pedestrian movements, window shopping, and cafe seating.
3. Sidewalks that are not along Main Street or around the Harbor Plaza shall be a minimum width of five (5) feet and a minimum



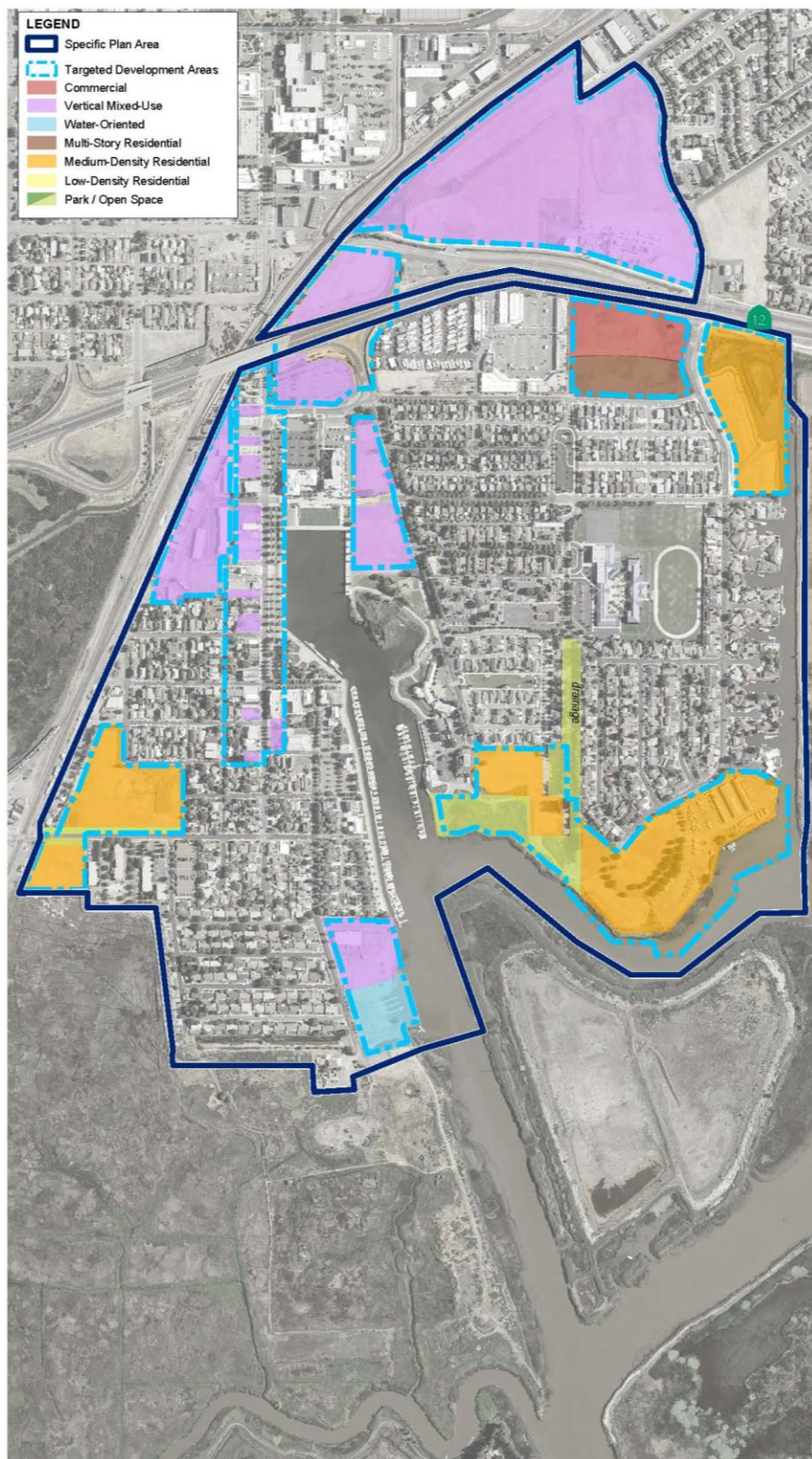
width of ten (10) feet when landscape planters or tree wells are incorporated and attached to the sidewalk.

4. Consistent street trees and light fixtures shall be utilized on Main Street, Lotz Way, and all side streets intersecting Main Street and around Harbor Plaza and the Suisun-Fairfield train depot. Trees shall be planted at intervals of forty (40) feet or less; selected for characteristics that include proven durability in street environments; branch at heights greater than fifteen (15) feet; have light, feathery leafing; and allow for ease of maintenance. Storefronts must maintain transparent windows that allow visibility into the store. Light fixtures shall include attachments for banners and planters. Fixtures shall be high-pressure sodium vapor for the best rendition of natural colors.
5. Sidewalk cafes along Main Street shall be permitted to extend into the parking zone with an administrative review permit (Figure 4-2).
6. Driftwood Drive between Main Street and Civic Center Boulevard shall be redesigned as a limited access street, allowing for closure with bollards at times of peak pedestrian utilization. Textured paving materials (such as brick or pavers) which slow vehicular traffic are required.

B. Residential Streets

1. All WDSP arterial and collector rights-of-way shall be a maximum of sixty-five (65) feet. Right-of-way widths of fifty (50) feet or less are allowed if off-street parking lots or alleys provide alternative parking options and vehicular access to lots.
2. Streets with rear-loaded lots should have a street width adequate to allow for parking bays, alternating on one side of the street and increased landscaping in wider planting areas.
3. For developments within areas identified in Figure 4-9, streets shall have a minimum planting width of five (5) feet, a minimum parking bay width of seven (7) feet, and minimum sidewalk width of five (5) feet. There shall be continuity of landscaping within planting areas, with trees regularly spaced. Street lighting should not exceed twenty (20) feet in height to maintain a pedestrian scale.
4. Streets shall be oriented towards the waterfront, in order to provide both public access and views from the street to the water.

Figure 4-9: Targeted Development Areas





C. Motor Courts/Alleys

1. Motor courts or alleys, which provide rear-loaded access to lots, are required for new developments in order to reduce the amount of curb cuts devoted to driveways and garage frontage along a neighborhood street.
2. Motor court or alley rights-of-way shall be a minimum width of twenty (20) feet, in order to accommodate vehicles. Landscape areas along each side of the right-of-way must be a minimum of three (3) feet.

4.1.5 Parking

An existing 265-space Caltrans park-and-ride lot is located adjacent to the train depot, with access from Lotz Way. Several public parking lots exist, including lots alongside the Main Street promenade, adjacent to the waterfront, between Driftwood Drive and Solano Street. A common parking area currently exists adjacent to Harbor Plaza. Smaller parking areas also exist adjacent to the waterfront, south of Harbor Plaza.

New development in the Specific Plan Area shall be required to provide parking in accordance with the parking standards provided in Section 6.5.4. The City encourages new shared parking areas to serve new development, particularly infill development on relatively smaller parcels. Use of on-street parking should be maximized.

Commercial and mixed-use development in the Specific Plan Area, south of SR 12, would provide parking on-site through a combination of surface parking lots and parking garages and garages below podium level decks. Parking for new residential development is to be accommodated through a combination of surface, garage, and tuck under parking configuration. Parking to serve development on the 30-acre property, north of Highway 12, is to consist of a combination of on-street parking, shared surface parking lots, and parking garages.

4.2 Public Transportation

4.2.1 Rail Transportation

The main line of the Union Pacific Railroad runs along the western border of Suisun City, carrying both commuter and freight rail traffic.

Regional commuter trains stop at the depot between Main Street and the tracks. East of Main Street and north of Lotz Way is a 265-space “Park-n-Ride” lot owned by Caltrans. This lot is used by both rail passengers and visitors to Specific Plan Area.

The existing train depot is a multimodal facility, with parking and drop-off areas to accommodate vanpools, taxi services, fixed-route bus service (both as a stop and a transfer point between bus routes), intercity and commuter bus service, and intercity rail service.

4.2.2 Water Transportation

Suisun Channel provides water access to the Old Town area and surrounding neighborhoods. There are approximately 155 existing boat slips adjacent to the Channel. There are approximately 100 parking spaces for vehicles with trailers at the boat ramp in the South Waterfront district, with an additional adjacent lot, which primarily serves the Peytonia Slough Ecological Reserve.

Existing boat use in the Channel is described as moderate, with peak periods occurring during the summer months and on weekends. Various existing marinas on the east side of Main Street, one public boat launch facility and public guest docks provide access to the Channel. Channel navigation is regulated by the City's Police Department, which maintains a part-time harbor patrol, consisting of one officer on an as-needed basis.



4.3 Bike and Pedestrian Circulation

4.3.1 Bike and Pedestrian Facilities

With the relatively compact development pattern with buildings primarily built close the front property line, the grid and modified grid transportation network, the lack of overly wide streets, and other features, the Specific Plan Area is a relatively bicycle- and pedestrian-friendly area.

Existing bike routes within the Specific Plan Area consist of:

- Class I bike trails including the bike/pedestrian promenade circling the Suisun Channel, the Central County Bikeway Trail along the drainage canal north of Highway 12, and a bike/pedestrian trail along the east side of Marina Boulevard, north of Driftwood Drive and south of SR 12 on the Grizzly Island Trail that connects from the Specific Plan Area to Grizzly Island Road.
- Class II on-street bike lanes on Driftwood Drive, between Whispering Bay Lane and Marina Boulevard.

In addition to these existing, designated facilities, local streets in the Specific Plan Area are also generally low-traffic, low-vehicle-speed, safe areas for biking.

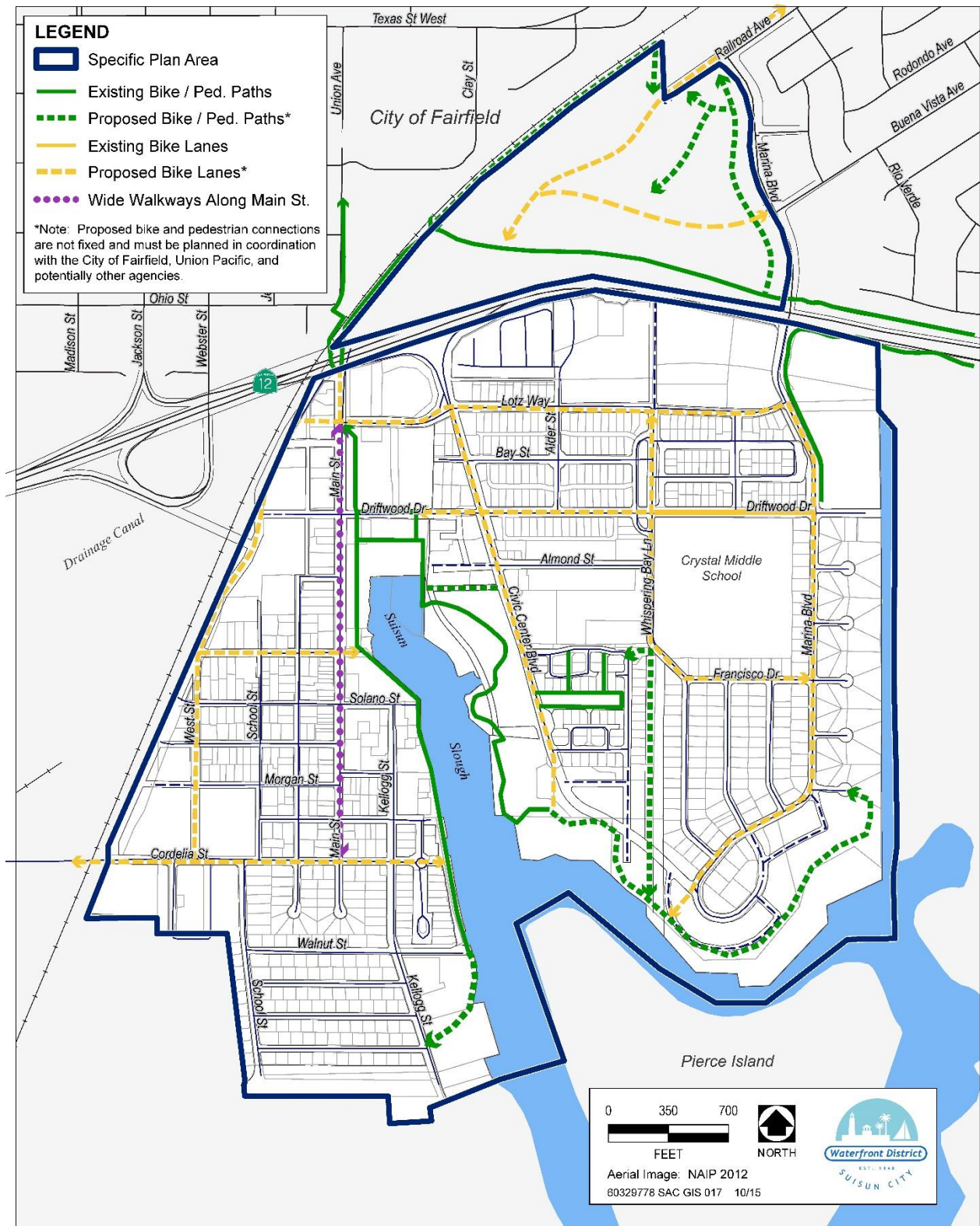
Most streets in the Specific Plan Area have sidewalks. Pedestrians can access the waterfront from the west side of Civic Center Boulevard along the channel. A linear pedestrian walkway/bicycle path circles around the Channel between City Hall and the cul-de-sac at the end of Walnut Street, north of the City boat launch facility.

4.3.2 Planned Bike and Pedestrian Circulation Improvements

Pedestrian/bicycle circulation is to be provided by a combination of a waterfront/public access path system, neighborhood streets/sidewalks, and striped bicycle paths on arterials and collectors.

The General Plan Circulation Element designates bike routes in the Specific Plan Area as collectors and arterials that require striping and signage for Class II bike paths or Class I bike routes, consistent with **Error! Reference source not found.** and the WDSP standards. The bike/pedestrian circulation system, shown in **Error! Reference source not found.**, indicates the general location of these facilities.

Figure 4-10: Bicycle and Pedestrian Circulation Network



Source: Metropolitan Transportation Commission, AECOM, 2023

New on-street bike facility and off-street bike and pedestrian facility improvements or enhancements, include:

- Providing bike lanes on Lotz Way, Driftwood Drive, Marina Boulevard, Civic Center Boulevard, Sacramento Street, Cordelia Street, and Railroad Avenue.
- Supporting future development of the property at the northwest corner of SR 12 and Marina Boulevard with on- and off-street bicycle facilities that ensure internal safe and convenient bicycle movements and connect externally to surrounding regional trails, Main Street, and Downtown Fairfield.
- Providing continuous north-south on-street bike lanes along Railroad Avenue, parallel to the train tracks, Whispering Bay Lane, and an off-street path connecting Civic Center Boulevard with Marina Boulevard.
- Providing or improving on-street bike facilities along the key connecting east-west roadways to waterfront and regional trails, and neighborhoods in the Specific Plan Area, including Lotz Way, Driftwood Drive, Sacramento Street, Francisco Drive, and Cordelia Street.
- Expanding on the Class I bicycle/pedestrian path/promenade system following the Suisun Channel and linked to key street access points. The first leg of this system from Walnut Street, around the Civic Center to the current terminus of Civic Center Boulevard, is now in place. Additional improvements include:
 - Extension of the trail at its eastern terminus through the waterfront open space along Whispering Bay and following the drainage canal, south of Whispering Bay Lane.
 - Extension of the pedestrian promenade that terminates on the west side of the channel south to the boat launch facility in the Southern Waterfront area, to connect with State Park trails south of the Specific Plan Area.
- Identifying opportunities to provide shaded areas with drinking fountains, benches, and other amenities to further encourage the use of the City's off-street bicycle and pedestrian facilities.
- Collaborate with local and State agencies, such as the City of Fairfield and Caltrans, to improve the safety of the existing pedestrian environment, including intersection median enhancements and other improvements to pedestrian facilities.

When complete, the path system will follow the entire waterfront frontage from the boat launch ramp on Kellogg Street to the Marina neighborhood, adjacent to Whispering Bay. These improvements, along with connections they provide to other pedestrian/bicycle facilities, meet the Suisun City General Plan Guiding Principles, including:

- Ensure safe and efficient walking, biking, driving, and parking in the Downtown.
- Design for active pedestrian and bicycle-friendly paths and streets, as well as public spaces.
- Encourage a healthy living environment.

In addition, with future development, all new local streets will enhance the local pedestrian system, improve Downtown connectivity, and foster an environment that encompasses safe bicycle and pedestrian travel. Crossing improvements or enhancements to support safe bike and pedestrian crossings are also encouraged at key intersections within new development areas.

CHAPTER 5| OPEN SPACE + CIVIC AND SERVICES

5.1 Open Space + Civic and Services

The provision and preservation of open space, waterfront access, and other civic facilities are critical to creating the character of development envisioned by this Specific Plan. Both existing and planned features within the Waterfront District Specific Plan Area (Specific Plan Area) are depicted in Figure 5-1, "Recreation and Open Space Diagram."

Park, open space, and civic facilities in the Specific Plan Area include:

- **Suisun Channel.** The entire length of the Suisun Channel, north of Suisun Bay, provides access for recreational boats between the Waterfront District and other locations, including the Sacramento-San Joaquin Delta and San Francisco Bay. A public promenade and multi-use path system circles the channel. The channel requires periodic dredging, which is done periodically by the Army Corps of Engineers, as the channel is under federal control. The City or private entities are responsible for dredging the remainder of the navigational channel.
- **Natural Open Space Areas.** Natural open space includes wetland areas adjacent to City Hall and Whispering Bay, the Pierce Island wetland mitigation site, and the open space along the drainage channel south of Whispering Bay Lane. The channel/slough winds through the Suisun Marsh. The channel and marsh offer fishing and birdwatching opportunities and recreational boating, cruising, water skiing, jet skiing, kayaking, and other water-related activities. Approximately 50 percent of Pierce Island is to be retained as a permanent tidal wetland. The remainder of the island is managed as a permanent dredge material disposal site. Levee and dike improvements are planned to stabilize the island.
- **Public and Private Marinas.** The Suisun City Marina provides 155 rental berths, a 300-foot-long visitor dock, and a boat launch ramp that capitalizes on the waterfront.

Figure 5-1: Recreation and Open Space Diagram



- **Southern Waterfront Area Boat Launch Expansion/Events.** The existing boat launch facility is proposed to be expanded and enhanced. Plans prepared for the Southern Waterfront Area envision enhancing the marina facilities, improving landscaping, retaining the parking capacity, creating clear pedestrian and vehicular circulation, extending the waterfront promenade, and accommodating new mixed-use development. The waterfront promenade trail is proposed to be extended from the Delta Cove neighborhood to the state-owned nature trail to the south. This site could accommodate new marina slips and a new two-story, retail/office mixed-use building on the waterfront and smaller buildings for water recreation and storage. This site could also accommodate a public viewing area/pier, plazas and greens for waterfront events, a reconstructed dock for crew and kayak use, and a relocated fuel dock.
- **Transportation Center.** The historic train depot functions as an intermodal transportation facility housing a waiting area and ticketing for the Capitol Corridor line, intercity and local bus service, and bicycle parking facilities. Parking for commuters is accommodated in the Caltrans park-and-ride lot across Main Street from the train depot.
- **Main Street.** The City proposes to improve Main Street with new landscaping, paving treatments in strategic locations, and appropriate street fixtures (e.g., lighting, benches, trash receptacles, etc.), in coordination with more recent streetscape improvements on the east side of the street. Streetscape features along Harbor Plaza, Main Street, and the Transportation Center will have a consistent design theme.
- **Civic Center.** The Civic Center area on the east side of the channel includes City Hall, the Suisun City Housing Authority, the Police Department, the Solano Yacht Club, and marina slips. Waterfront open space and trail facilities in this area are proposed to be extended south along the Whispering Bay waterfront.
- **Waterfront Parks/Plazas.** In addition to the waterfront recreational facilities planned in the Southern Waterfront area, several small existing waterfront parks are located along the Waterfront promenade.
 - Harbor Plaza, on Main and Solano Streets, adjacent to the waterfront promenade, is an existing one-acre park with a raised outdoor stage, gazebo, and sectioned turf areas. Special events are focused on Harbor Plaza.
 - Sheldon Plaza is an existing one-acre park with open turf area and waterfront views at the northern head of the Suisun

Channel and adjacent to the waterfront promenade and hotel and office uses.

- North of City Hall is Mike Day Park, is a three-acre park with a playground, picnic areas, and open turf play areas. South of the park and behind City Hall are open turf areas, referred to as “City Hall Point.”
- **Neighborhood Parks.** Several neighborhood parks exist within the Specific Plan Area.
 - Todd Park, located across the street and to the east of City Hall, serves as a shared greenspace for the surrounding “Harbor Park” residential development.
 - An oval, two-acre park, surrounded by local streets, is integrated into the “Victorian Harbor” residential development just northwest of Crystal Middle School.
- **Parking Facilities.** Public parking facilities are located in the Caltrans park-and-ride lot north of Lotz Way, on the east side of Main Street, adjacent to the expanded marina basin, in and around the Harbor Plaza, on Main Street, on streets in the Downtown Core district and adjacent to the portion of the marina slips south of Harbor Plaza, as described in Chapter 4. Refer to Chapter 4 for additional information on existing and proposed new parking facilities and Chapter 6 for parking standards.



5.2 Utility Services

5.2.1 Water

The City provides domestic water for all properties located within its boundaries. Domestic water is provided through the Suisun-Solano Water Authority (SSWA). Suisun City and Solano Irrigation District (SID) formed a Joint Exercise of Powers Agreement in 1976 to provide a long-term water supply for the City. In 1990, the partnership became a full Joint Powers Authority named the SSWA, resulting in the reconstruction and modernization of the old Suisun Water System.

The City handles the local billing and requests for water and sewer service and the SID delivers water to the meter of each property. The SSWA Board, which consists of the City Council and the SID Board, provides policy direction for SSWA (Suisun City).

Water Sources

Implementation of the 2035 General Plan designates land uses that, if developed to full build-out, would increase water demand. Based on the projected population of 32,400 at 2035 General Plan build-out and demand factors presented in the Urban Water Management Plan (UWMP), the total projected water demand at build-out of the 2035 General Plan would be approximately 4,251 acre-feet per year (afy).

This analysis examines the estimated increase in water demand in relation to the existing conditions to estimate the availability and adequacy of water supply. Water supplies for the City are provided by the SSWA. The SSWA receives water supplies from the U.S. Bureau of Reclamation's Solano Project and the California Department of Water Resource's State Water Project (SWP), both of which are wholesaled by the Solano County Water Agency and Solano Irrigation District.

Existing and projected water demands in the SSWA service area will be met by the water supplies described above and contract entitlements for each agency are summarized in Table 5-1. In 2010, the SSWA service area had a total of 4,144 afy of potable water supplies. This total is anticipated to increase to 6,000 afy by 2035.

SSWA currently does not use any groundwater in its system. SSWA delivered groundwater produced by a well owned by City of Suisun City until 2001. The need for the well was eliminated by the installation of the Benton Court and Suisun Valley Pumping Plants in 2000–2001. There are no plans to resume service from this well or the Suisun Valley in general due to high mineral content in the groundwater, sufficient alternative surface water supplies, and the need to replace miles of pipeline at considerable cost in order to convey water from the Suisun Valley back to the main SSWA service area.

The Fairfield-Suisun Sewer District (FSSD) oversees wastewater collection and treatment and water recycling services in the City of

Fairfield, Suisun City, and Travis Air Force Base. Currently, there is no reclaimed water use nor are there plans to provide reclaimed water within the SSWA service area because there is no conveyance infrastructure in place to deliver recycled water from the FSSD Fairfield-Suisun Subregional Wastewater Treatment Plant (WWTP) to the SSWA service area. SSWA's capital improvement plans will in the future review the potential for future recycling and options for financing. Cooperation with the City of Fairfield and the FSSD would be required to implement any future actions, and neither of these agencies has planned water recycling projects.

Table 5-1: SSWA Existing and Projected Water Supplies (afy)

Water Supply Source	2010	2015	2020	2025	2030	2035
Solano Project	1,600	1,600	1,600	1,600	1,600	1,600
State Water Project	-	1,300	1,300	1,300	1,300	1,300
Contract for State Water Project supplies	2,514	1,577	1,939	2,735	2,737	3,100
Total Supply	6,124	6,492	6,859	7,660	7,667	8,035

Source: 2035 General Plan Environmental Impact Report (2015)

Facilities

There are four storage tanks in the water system, including:

- **Cement Hill Tank (2 million gallons).** The Cement Hill Tank is supplied by the Cement Hill Water Treatment Plants No. 1 and 2, which delivers water to Suisun City, the unincorporated area of Tolenas and the Suisun Valley. The Gregory Hill Tank receives its water from the Suisun City Distribution system, which is pumped from the Benton Court Pumping Plant located in Old Town Suisun City with a pumping capacity of 1,000 gpm.
- **Gregory Hill Tank (2 million gallons).** The Gregory Hill Tank supplies water to the Suisun Valley through the Suisun Valley Pumping Plant at a rate of 400 gpm and/or gravity feeds back into the Suisun City distribution system.
- **Sports Complex Tank (1.5 million gallons).** The Sports Complex Tank is a supplemental ground level storage tank with a pump to boost into the distribution system at 2,000 gpm.
- **Suisun City Corporation Yard Tank (1 million gallons).** The Suisun City Corporation Yard tank is also a supplemental ground level storage tank with a pump to boost into the distribution system at 1,200 gpm. These facilities would provide a peaking storage of 20 percent and an emergency storage of approximately one full anticipated maximum day demand, and will also provide fire storage of 420,000 gallons. The table below lists the facilities in the SSWA water system.

Table 5-2: Water Supply Facilities

Cement Hill Water Treatment Plant	
Plant No. 1 (constructed in 1978-79)	Conventional plant, 4.6 MGD design capacity
Plant No. 2 (constructed in 1992-93)	Conventional plant, 5.4 MGD design capacity
Gregory Hill Water Treatment Plant (constructed in 1962-63)	Diatomaceous earth plant, 0.56 MGD design capacity removed from service
Cement Hill Tank	2,000,000 gallons, welded steel
Gregory Hill Tank	2,000,000 gallons, welded steel
Sports Complex Tank	1,500,000 gallons, welded steel
Suisun City Corp Yard Tank	1,000,000 gallons, welded steel
Benton Court Pumping Plant	1,000 gpm
Sports Complex Pumping Plant	2,000 gpm
Suisun City Corp Yard Pumping Plant	1,200 gpm
Suisun Valley Pumping Plant	400 gpm
Pipelines	96 miles
Mainline Valves	1,700
Metered Services	8,100

As a result of a condition assessment conducted by the SSWA in 2012, it has been determined that an additional Cement Hill Tank, Cement Hill Tank 2 is needed to meet demands.

Service Demand

In December 2012, the SSWA completed its Water System Review, a report which projected updated information on the anticipated growth and development within its service area, as well as a revised estimate for water demand. Based on a review of historic water use records over the last 15 years, the Annual Average Day (AAD) demand of each year was used to calculate respective factors for the Maximum Month and Maximum Day demands for each year. Table 5-3 identifies the estimated peak build-out demand, which was calculated using the highest demand factors occurring over the last 15 years (SSWA 2012: 4).

Table 5-3: Water Usage Demand Factors

Annual Average Day (AAD) (gpm)	
Maximum Month (gpm)	1.58 x AAD
Maximum Day (gpm)	1.92 x AAD
Maximum Hour (gpm)	3.4 x AAD (Estimated ratio)

Source: **SSWA Water System Review (December 12, 2012).**

The ultimate maximum day demand is estimated at 6,470 gpm (9.3 MGD) for the service area. This represents a significant decrease from the previous figure of 11.08 MGD that was estimated in the 2007 Water Supply Options report (SSWA 2012: 6).

The SSWA water demand is anticipated to be less than available water supplies through 2035 in normal water years. As shown in Table 5-1, water supply is projected to be sufficient in normal water years over the UWMP's 20-year planning period from 2015 to 2035. Although Table 5-4 shows that water supply in single and multiple-dry water years is insufficient to meet demand within the SSWA service area over the 20-year planning period, a joint powers agreement between SID and Suisun City ensures that water will be provided from the SID water supplies and therefore there will be sufficient water supplies to meet demands (SSWA 2011:66). A footnote in the UWMP indicates that:

“The apparent negative supply totals are a result of the methodology used for calculating supply reliability. In fact, per the joint powers agreement between SID and City of Suisun City the commitment has been made that water will be provided for the service area from the SID supply and therefore there will not in fact be a water shortage” (SSWA 2011:67).

Section 3.0 of the 1990 SSWA Implementation and Lease Agreement states that the “City and District may agree to add additional lands to the Joint Service Area covered by this Agreement. Such action shall be accomplished only by amendment to this Agreement or by a separate written agreement...” According to SID, this process would require future negotiations to an amendment of the JPA.

Water demand is anticipated to be less than available water supplies through 2035 in normal water years. A joint powers agreement between SID and Suisun City ensures that water will be provided from the SID water supplies and therefore there will be sufficient water supplies to meet demands.

Table 5-4: SSWA Comparison of Water Supply and Demand, 2020–2035

Total Water Supplies and Demand	Projected Demands (afy)				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,477	4,839	5,275	5,637	6,000
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	15	641	1,040	1,405	1,749
	Single-Dry Year				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,432	4,791	5,222	5,581	5,940
Total Demand	4,462	4,462	4,462	4,462	4,462
Differences (Supply minus Demand)	(30)	593	987	1,349	1,689
	Multiple-Dry Year				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,253	4,597	5,011	5,355	5,700
Total Demand	4,462	4,462	4,462	4,462	4,462
Differences (Supply minus Demand)	(209)	399	776	1,123	1,499
	Multiple-Dry Year 2				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	4,164	4,500	4,906	5,242	5,580
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	(298)	302	671	1,010	1,329
	Multiple-Dry Year 3				
	2015	2020	2025	2030	2035
	Normal Year				
Total Supply	3,492	3,774	4,115	4,397	4,680
Total Demand	4,462	4,198	4,235	4,232	4,251
Differences (Supply minus Demand)	(970)	(424)	(120)	165	429

Source: 2035 General Plan Environmental Impact Report (2015).

Conservation & Legislation

The 2035 General Plan includes measures to ensure that sufficient water sources are made available to serve new development. The City will condition approval of new developments on the availability of sufficient water supply, storage, and fire flow (water pressure), per City standards and require demonstration of adequate long-term water supply for large development projects as defined in Water Code 10912(a).

The City will also require the use of water conservation technologies, such as low-flow toilets, efficient clothes washers, and efficient water-using industrial equipment in new construction, in accordance with code requirements; encourage use of recycled water for outdoor irrigation, fire hydrants, and commercial and industrial processes; and require new development to incorporate climate-appropriate landscaping to reduce water demand. In addition, the City will comprehensively assess water supply and demand and identify a range of local conservation measures to be implemented through the UWMP.

In addition, the 2035 General Plan includes policies committing the City to ongoing water supply planning with Solano County Water Agency, Solano Irrigation District, and other local jurisdictions and initiating a study with the SSWA and the Solano County Water Agency to determine the feasibility of extending a connection from the SSWA water treatment facility to Suisun City so that the City may directly utilize its Solano Project water entitlement. The City will also support FSSD efforts to explore the feasibility of using treated wastewater for irrigation in parks, landscaped areas, and other appropriate locations.

5.2.2 Wastewater

The City of Suisun City and the Fairfield-Suisun Sewer District (FSSD) jointly operate and maintain the wastewater collection system that serves the City. FSSD owns and operates the trunk sewer system, which includes all 12-inch and larger sewers and the major pump stations and force mains that convey wastewater to the District's wastewater treatment plant. FSSD also owns, operates, and maintains all of the pump stations in the City's wastewater collection system. The City, along with the City of Fairfield and Travis Air Force Base, is a "satellite collection system" to FSSD and owns and operates only those 10-inch and smaller gravity sewers within its service area. The City's portion of the system consists of approximately 74 miles of gravity sewer. The City does not own or operate any sanitary sewer pump stations or force mains.

Wastewater flows travel by gravity and are pumped by smaller stations to four major pump stations which pump wastewater to the treatment plant. The wastewater treatment process includes screening, primary treatment, intermediate treatment by oxidation towers and intermediate clarifiers, secondary treatment with aeration basins, and secondary clarifiers and tertiary treatment via filtration and disinfection. Waste solids are thickened and treated in anaerobic digesters. Then, solids are further concentrated before being disposed at the Potrero Hills Landfill. Flow is continuously measured at the pump stations. On occasion, flow monitoring may be deployed into the district's gravity lines to evaluate system capacity and surcharging during storms. Suisun City is served by the Suisun Pump station and three smaller stations: Lawler I Pump Station, Lawler II Pump Station, and Crystal Street Pump Station.

Table 5-5: Wastewater Pump Station Flows

Pump Station	Flows			
	Pump Station Rated Capacity (MGD/gpm)	Maximum Rated Flow (gpm)	Typical Dry (gpm)	Typical Wet (gpm)
Crystal Street	0.5/347	350	6	1015
Lawler Ranch 2	1.1/764	800	113	213
Lawler Ranch 1	0.35/250	250	26	40
Suisun	38.3 MGD		8.1 MGD	27 MGD

Source: Provided by Kevin Cullen, Fairfield- Suisun Sewer District (October 2015).

Within the last decade, numerous improvements have been made to the treatment facilities to increase peak capacity and improve upon the treatment process. A treatment plant project to replace chlorine disinfection with ultra-violet disinfection was completed in 2011. The Central-Suisun Forcemain Equalization Project, completed in 2013, increased the reliable peak capacity of the Suisun Pump Station from 31.7 to 38.3 mgd, allowing for more water to be processed. The Suisun Forcemain improvement project has enabled the pump station to meet current and near-term capacity needs until growth and revenue projections become more certain. New projects identified in the master plan will still be needed to meet long-term capacity requirements.

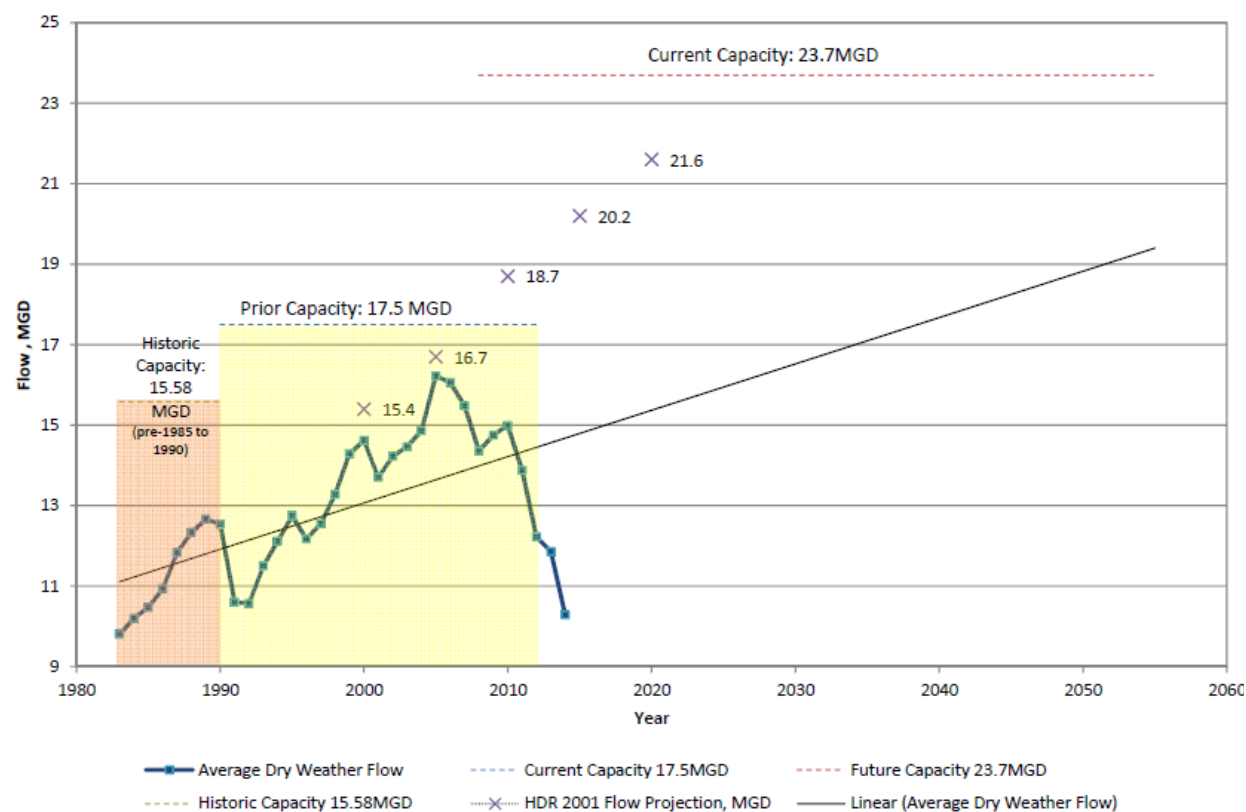
To date, system evaluation and capacity assurance of the City's collection system has consisted of observation of sewer system performance during dry and wet weather and enforcement of the City's design standards for new sewers. Capacity assessment has been handled historically by the Fairfield Suisun Sewer District for the geographic area including Fairfield, Suisun City, and portions of Solano County served by the District. In 2013, the District completed a Sewer System Master Plan (an update of its previous Master Plan completed in 2007). The Master Plan identified all parcels within the service area of Suisun City, land use type for each parcel, and the status of developed versus undeveloped. Wastewater flows generated by each parcel were calculated and imported into a hydraulic model of the sewer system.

The Master Plan utilized a hydraulic model to assess the current and future flows and capacity needs of all gravity sewers, 12-inches in diameter and larger; these larger trunk sewers have a greater potential for capacity deficiency due to extended tributary areas. The future evaluation and capacity assurance of City sewers will include continued observation of system performance during wet weather; expansion of the hydraulic model as needed, and enforcement of design standards to ensure that new sewers are sized with adequate capacity to serve new

development. In the future, the City plans to prepare a Master Plan for its sanitary sewer system, which will be coordinated with the District’s Master Plan and hydraulic model, in order to develop a capital improvement program to address any identified capacity issues.

The FSSD recently completed a treatment plant expansion that increased the average dry weather capacity from 17.5 mgd to 23.7 mgd and reliable peak-flow capacity from 34.8 mgd to 52.3 mgd. Currently there are no scheduled projects in Suisun City for collection system improvements.

Figure 5-2: Average Annual Dry Weather Influent Flow Projection to 2055



Source: City of Suisun City 2016

5.2.3 Stormwater

The City of Suisun City Public Works Department maintains an inventory of facilities and coordinates necessary improvements to ensure capacity required to serve new development. The City’s Stormwater Management and Discharge Control ordinance was enacted with the intent to regulate non-stormwater discharges to the public storm drain system, protect the public storm drain system from spills dumping or disposal of materials other than stormwater, and reduce pollutants in stormwater discharges, to the maximum extent possible.



The City's storm drainage system, which includes creek flows along McCoy Creek, Laurel Creek, and Union Avenue Creek, would likely be contained within the existing creek bank during a 100-year storm, except for localized flooding and standing water that may occur during brief, intense storms when runoff exceeds storm drain system capacity.

As a participant in the National Flood Insurance Program (NFIP), Suisun City is required to adhere to floodplain management policies that include sound land use practices. The Federal Emergency Management Agency (FEMA) administers the NFIP through the Federal Insurance Administration. FEMA produces flood Insurance Rate Maps (FIRMS) which identify flood hazard areas and restrict development in these areas for the communities participating in the NFIP.

FSSD and City Activities

The City's Municipal Review Permit (MRP) was adopted by the Water Board on November 18, 2015. The MRP delineates requirements to ensure that storm water quality is protected. The breakdown of shared activities between the City and District are delineated through a Drainage Maintenance Agreement and are specified as follows.

- **District Activities.** District activities include maintenance of storm water pump stations, industrial and commercial site controls, public information and participation, water quality monitoring, mercury controls, PCBs control, copper controls, PBDE, and legacy pesticides control. The Sewer District has assumed responsibility for operation and maintenance of pump stations located in Suisun City as defined under the "Regional Facilities" in the Drainage Maintenance Agreement.
- **City Activities.** Municipal maintenance, new development compliance, illicit discharge detection and elimination, construction site controls, pesticide toxicity control, trash control, exempt and conditionally exempt discharges. As detailed in the Drainage Maintenance Agreement, the City is also responsible for the maintenance of "Local Facilities," which includes storm drain pipelines, box culverts, concrete lined channels, improved earth channels, natural creeks, detention basins, street sweeping, data management, and fencing. The City also maintains a number of open channel storm drains of varying sizes. The larger channels are blanketed with natural vegetation and require periodic cleaning. There are approximately 14,500 feet of large open channels and 20,000 feet of smaller ditches.

Upgrades to storm drainage pipes over the past 10 years include improvements required and funded by new developments. All new commercial and residential subdivisions are required to conform to the City storm drainage standards, protect water quality, and meet Regional Water Quality Control Board requirements. Among these requirements, in 2009, the San Francisco Bay Region Water Quality Control Board adopted the Municipal Regional Stormwater NPDES permit (NPDES

permit)¹ for the San Francisco Bay Region. The intent of the permit is to mitigate the potentially detrimental effects of urban runoff through site design and source controls early in the development review process and provide guidance in the selection of appropriate best management practices (BMPs).

Suisun City is the lead agency responsible for review of projects for stormwater conformance with applicable laws, policies, and guidelines, including implementing the C.3 provision of the NPDES permit, which requires the City implement measures to reduce stormwater pollution and increased stormwater runoff, volume, and duration from new development or redevelopment projects.

Under the C.3 provision, new development or redevelopment in the City that creates and/or replaces 10,000 square feet or more of impervious surface (collectively over the entire project site), including commercial, industrial, residential housing subdivisions, mixed-use and public projects; and redevelopment projects resulting in the alteration of more than 50 percent of the impervious surface of a previously existing development, shall be required to implement LID source control, site design, and stormwater treatment measures, designed to treat 100 percent of run-off for a project's drainage area on-site or at a joint stormwater treatment facility.

The C.3 provision of the NPDES permit also allows projects alternatives to complying with the above standards under provision C.3.e through: (1) on-site treatment or treatment of a portion of the run-off for the project's drainage areas with LID treatment measures at a joint stormwater treatment facility and treatment of the remaining run-off with LID treatment measures at an off-site project in the same watershed or (2) treatment on-site or treating a portion of the run-off for the project's drainage areas with LID treatment measures at a joint stormwater treatment facility and paying an equivalent in-lieu fee to treat the remaining runoff through LID treatment measures at a regional project or a regional or municipal stormwater treatment facility that discharges into the same watershed as the project. The regional project must achieve a net environment benefit and must be constructed by the end of construction of a regulated project. If more time is needed, regional projects must be completed within three years after the end of construction of the regulated project and may be extended to a maximum of five years with prior Executive Officer approval.

The C.3 provision of the NPDES Permit also identifies incentive LID treatment reduction credits that apply to certain types of smart growth, high-density, and transit-oriented development projects or "special

¹ The California Regional Water Quality Control Board San Francisco Regional Municipal Regional Stormwater NPDES Permit (Permit Number CAS612008), Final Order Number R2-2009-0074 is available online at: http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/stormwater/mrp.shtml.



projects” (as defined in Section C.3.eii of the NPDES permit) that, at the scale of the watershed, can reduce existing impervious surfaces or create less accessory impervious areas and auto-related pollutant impacts.

For any Special Project, the allowable incentive LID Treatment Reduction Credit is the maximum percentage of the amount of runoff identified for the Special Project’s drainage area, that may be treated with tree box high flowrate biofilters and/or vault-based high flowrate media filters. Projects within the WDSP area could potentially fall into one or more of these three categories of special projects that may qualify for LID treatment reduction credits:

- Category A projects may qualify for a 100 percent LID Treatment Reduction Credit – these projects are designed to be pedestrian friendly; create or replace less than ½ acre of impervious surface area; located in a downtown area, neighborhood center, or other pedestrian-oriented district or historic preservation area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage.
- Category B projects may qualify for a LID Treatment Reduction Credit between 50 and 100 percent depending on their proposed lot coverage – these projects are designed to be pedestrian friendly; create or replace between ½ acre and two acres of impervious surface area; located in a downtown area, neighborhood center, or other pedestrian-oriented district or historic preservation area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage.
- Category C projects may qualify for a LID Treatment Reduction Credit between 10 and 50 percent depending on their location and design – these projects are transit-oriented, non-auto related uses; designed to be pedestrian friendly; that would create or replace between ½ acre and two acres of impervious surface area; propose no or only incidental surface parking area; and propose at least 85 percent lot coverage.

In addition to the C3 permit provision, all construction projects in Suisun City are regulated by the NPDES General Permit for Stormwater Discharges Associated with Construction Activity, which requires the preparation of a Storm Water Pollution Prevention Plan and filing of a Notice of Intent with the State Water Resources Control Board for all project that disturb an area of one acre or greater.

Storm Drainage Pumps

The City has four stations that drain the areas within and discharge at locations described below:

- **Downtown/Main Street.** This station is located underneath the area where Sacramento Street enters the public parking lot, adjacent to the marina. This drains the area from Solano Street,

north to SR 12. School Street, west from Sacramento to the south, drains to another watershed. The Main Street pump station protects the northern section of the old downtown area and was just replaced this year as part of the downtown plaza. It now has a capacity of 8,500 GPM using two parallel submersible pumps. The station is controlled by a PLC using a bubbler system for level control. The calculated runoff is 4,100 GPM.

- **Wildlife/Kellogg Street Pump Station.** This station is located at the south end of Kellogg Street. It drains from Solano Street south, including the area above that drains down School Street. It pumps the water collected from the southern part of the old downtown area into the Suisun Slough. There is one main outlet into the Wildlife Channel, which is the School Street storm drain. The pump station and discharge line were replaced in 1997 with a submersible pump station, built next to the old station, and a new larger discharge line. The old pump, check valve, and MCC were removed and the old wet well and discharge line were left intact for possible future adaptation with a portable diesel pump for emergency use. The station includes a medium size detention basin allowing for some storage during short, high rainfall events. The new station has a capacity of 4,600 GPM with one pump, 8,000 GPM with two pumps, and 9,900 GPM with three pumps. Currently two pumps are installed with all piping and the MCC ready to accept a third pump. The calculated runoff is 7,800 GPM.
- **Whispering Bay/Mulberry Street Pump Station.** This is located at the south end of the Whispering Bay Drainage Channel. It drains the area from Lotz Way and Main Street to Marina Boulevard, including all the residential streets within the area. There are multiple discharge outlets into the Whispering Bay Channel. The pump station has two independent propeller pumps with ultrasonic level controls. New discharge pipes and bar screens were installed in 1988. The estimated runoff is 15,700 GPM for a 6-hour event. The station was rebuilt in 2000 with capacity to exceed these flows. The station has a large detention basin allowing the required capacity to be lowered, if desired.
- **Heritage Park Subdivision/Chipman Lane Pump Station.** There is a pump station along SR 12, about midway on Chipman Lane. This drains a large portion of the Heritage Park Subdivision. The Chipman Lane pump station collects storm water in the north-south area between Chipman Lane and the railroad tracks and pumps it under SR 12 into a channel. The station has three independent propeller pumps controlled by float switches, with a total capacity of 30,300 GPM. The estimated runoff is 8,300 GPM.

5.2.4 Solid Waste

The City contracts with Republic Services Solano Garbage to provide weekly collection of solid waste, yard waste, and recyclable material to



the residents and businesses of Suisun City. As part of the statewide waste management and reduction policy, the California Integrated Waste Management Board (CIWMB) allocated the City of Suisun City with a disposal target of 4.9 pounds per person per day. In 2014, the City of Suisun City's disposal rate was 2.6 pounds per person per day, considerably below the CIWMB target.

Suisun City has one recycling drop-off center located within the city boundaries. Recyclable material that is collected by Republic Services is sent to The Recyclery at Newby Island facility, located in Milpitas.

Solid waste collected from Suisun City is deposited at the Potrero Hills Landfill. In 2014, the landfill received 588,917 tons of solid waste, of which 2.3 percent was from Suisun City residents and businesses. The total capacity of the landfill is 55.865 million cubic yards. The landfill currently has a remaining capacity of approximately 33.815 million cubic yards. It is projected that the landfill will reach capacity in December 2045.

5.2.5 Gas and Electric

The Pacific Gas and Electric Company (PG&E) provides electricity and natural gas to the City. Public electrical energy for Solano County is generated outside the County and supplied via transmission lines. Major transmission line corridors traverse Solano County, serving the greater Bay Area. PG&E provides natural gas service to the area through both underground and aboveground transmission and distribution facilities. New distribution facilities are typically constructed within easements on private property.

However, in some instances, new facilities are constructed within existing streets to increase capacity. Locations of distribution facilities generally depend on how and when an area develops. Specific Plan Area projects applicants and the City are required to involve PG&E in the development process to ensure that electricity and natural gas provision needs are incorporated into the development process.

5.2.6 Telecommunications

AT&T (formerly SBC), provides local telephone communication service for all of Solano County, including Suisun City and the Specific Plan Area. Major telephone transmission lines traverse the region. These lines normally follow rights-of-way that parallel roadways and rail lines. AT&T also provides internet service in the area. Cable television service is provided through Comcast, Inc.

5.3 Community Services

5.3.1 Public Safety

Police protection is provided by the City of Suisun City Police Department, which is located in the Specific Plan Area adjacent to City Hall. The Suisun City Police Department currently has no plans to upgrade or reconstruct the police station or the Burdick Center substation outside the Specific Plan Area. However, there may be opportunities during implementation of the Specific Plan to use technology within the WDSP Area to enhance security, for example, through Bluetooth access for security communication or through the installation of emergency call boxes.

Fire protection is provided by the City of Suisun City Fire Department, which provides fire protection services in the incorporated area of the City. The Department has one fire station at 621 Pintail Drive and has considered alternative locations to better serve residents and address citywide goals to respond to 90 percent of all calls within five minutes. The Department has a memorandum of understanding as a member of the County Hazardous Materials Response team and participates with the State Office of Emergency Services for mutual aid response agreements.

5.3.2 Educational Facilities

The Fairfield-Suisun Unified School District (school district) provides service to elementary, middle, and high school students. The Specific Plan Area is served by Crescent Elementary School, a K–5 school east of the Specific Plan Area and south of SR 12. Crystal Middle School serves students from grades 6–8 and is located within the Specific Plan Area, at the southeast corner of Driftwood Drive and Whispering Bay Lane. The Specific Plan Area is within the school boundaries of Armijo High School.

Solano County College is a community college in Fairfield that offers a variety of degree programs and serves the Suisun City area.

5.3.3 Library Facilities

There is one library serving Suisun City, the Suisun City Library, a branch of the Solano County Library system. This facility, which opened in 2008, is 10,000 square feet and is built adjacent to the Suisun Elementary school and doubles as a public and school library. The library includes a study room, community meeting room, and computer center. It hosts library programs during the day and community meetings at night.

CHAPTER 6| DEVELOPMENT + DESIGN STANDARDS

6.1 Introduction

This chapter establishes the development and design standards governing proposed development within the Waterfront District Specific Plan (WDSP) Area (Specific Plan Area). When reviewing project plans, the reviewing body (Development Services Director, Planning Commission, or City Council, as the case may be) shall refer to the WDSP development and design standards. Where the WDSP is silent on an issue, the City will consult the General Plan and Zoning Code. If there is a conflict between the General Plan and the Zoning Code, the General Plan prevails.

A. Standards

Standards are identified by terms such as “shall,” “must,” “required,” or “prohibited.” Standards are specific and measurable regulations that are applied in the review of projects. Compliance with standards is required through the entitlement review process.

6.1.1 Community Design Approach

Development standards provide clear direction on the scale and location of new buildings constructed within the Specific Plan Area. Design standards emphasize the creation of a sense of identity and orientation for pedestrians, residents, and visitors. This is accomplished by a variety of means, including through the scale, orientation, and design of the built environment; orientation and design of public spaces and landscaping; a grid street pattern; a visible hierarchy of streets; a comprehensive open space system; and other techniques.

Design standards for residential development apply to each of the residential Land Use Zones: Residential Low Density (RLD); Residential Medium Density (RMD); Residential High Density (RHD); and Historic Residential (HR). Please refer to Chapter 3 for a more detailed discussion of the Land Use Zones.

Design standards for commercial and mixed-use (residential and non-residential) development apply both based on the Land Use Zone of the proposed project.



Old Town Suisun City has a traditional Downtown architectural character, with small blocks and lots and a gridded street pattern.



Building heights above the first two stories shall be stepped back, if needed, to respect the heights of existing adjacent residential development.



Accessory dwelling unit attached to the garage of a single-family home.



Garages shall be at the rear of the lot and accessed by an alley or motorcourt.

6.2 Residential Development + Design Standards

6.2.1 Intent

Residential development and design standards focus on developing a traditional downtown setting that fosters community activities, social interaction, and a strong cohesive image for the Downtown Waterfront District. Design standards will maintain the pedestrian-oriented environment, where the fundamental intent is to reduce the impact of the vehicles by requiring narrower streets, smaller lots accessed by alleys and with opportunities for on-street parking and less off-street parking than allowed under conventional zoning standards. Old Town Suisun City is an inspiration for new residential development in the WDSP, with its smaller blocks and lots, grid pattern of streets, diverse architectural styles, and variety of housing types and sizes.

6.2.2 Residential Development Standards

Development standards for residential uses within the Specific Plan Area are summarized in Table 6-1. Existing uses and structures in established residential neighborhoods that are not in compliance with some of the development and design standards in this chapter shall be allowed to continue, but subject to the standards for nonconforming uses and structures described in Chapter 7.5.

- New residential lots shall have the minimum lot sizes and setbacks indicated in Table 6-1, except that porches, stoops, bay windows, balconies, and eaves and overhangs may encroach into setback areas, as indicated in the table below.

Table 6-1: Encroachments into Setbacks

(i.e., porches, stoops, bay windows, balconies, and overhangs)

1. Front Setback	6' max, where applicable
2. Side Setback	3' max
3. Rear Setback	3' max, where applicable

- Building heights above the first two stories shall be step back, if needed, to respect the heights of existing adjacent residential development, particularly along Lotz Way.
- The height of a new development shall be limited to the building height maximum identified in each zoning district. Building height shall be grade to the peak of the roof.
- Guesthouses and accessory dwelling units shall be subject to the land use and development standards in Table 6-2 and regulations in Chapter 18.30.170 of the City's Zoning Code.

A. Residential Garages

- I. Garages shall be tucked back into the house with limited exposure on the street or placed at the rear of the lot when motor courts or alleys are provided.

2. Garage doors shall be recessed for greater articulation and trash and storage areas incorporated within the garage or parking areas, where appropriate.
3. Alley-loaded garages shall be set back a minimum of three (3) feet from each side of the alleyway and provide wall hung light fixtures facing onto the alley.

B. Fences

1. Backyard fences shall be along motor courts and alleys. The height of side and rear yard fences shall not exceed six (6) feet. Side yard fences shall be terminated three feet behind the front façade. Side yard fence setbacks on corner lots shall be a minimum of five (5) feet from the back of the sidewalk.
2. The setback area in front of fences shall be landscaped.
3. Front yard fences are shall be a maximum height of three (3) feet and may consist of wood or steel posts with wood pickets, rails, or decorative wrought iron that allows for eyes on the street. Front yard fences shall not exceed six (6) feet in height and where provided, above three (3) feet, fences shall be designed to be visually open and placed at the back of the sidewalk or set back and landscaped.



Front yard fences shall be set back, landscaped, and designed to be visually open above the first three feet.

Table 6-2: Residential Development

Land Use District	Residential Low Density (RLD)	Residential Medium Density (RMD)	Residential High Density (RHD)	Historic Residential (HR)
A. LOT / SITE DESIGN				
4. Lot Coverage ¹	70% max	80% max	80% max	70% max
5. Density ²	4-10 du/gross ac (5-12 du/net ac)	10.1-20 du/gross ac (10-24.9 du/net ac)	20.1-45 du/gross ac (25-54 du/net ac)	5-15 du/gross ac (6-18 du/net ac)
6. Floor Area Ratio	N/A	N/A	N/A	N/A
7. Lot Area	3,000 sf min	1,500 sf min	N/A	2,500 sf min
8. Lot Width	40' min	25' min	none	40' min
9. Lot Depth	65' min	55' min	none	60' min
B. BUILDING PLACEMENT AND HEIGHT				
Primary Building Setback ³				
1. Front Setback	7.5' min-20' max ⁴	5' min-15' max ⁴	0' min-15' max ⁴	10' min-15' max ⁴
2. Side Setback (street)	7.5' min-20' max	5' min-15' max	70% min ⁵	5' min-15' max
3. Side Setback (interior)	5' min (1-2 stories) 15' min (3 stories)	5' min (1-2 stories) for 1 side, 3.5' min for other side in addition to any encroachment; 15' min (3 stories)	0' min-15' max	5' min (1-2 stories) 15' min (3 stories)
4. Rear Setback ⁵	5' min	5' min	5' min (1-2 stories) 15' min (3+ stories)	5' min
5. Height Limit	35' max	35' max	55' max	35' max
Accessory Dwelling Setback				
1. Front Setback	15' min or equal to primary building setback			
2. Side Setback (street)	4' min			
3. Side Setback (interior)	4' min			
4. Rear Setback	4' min			
5. Height Limit ⁶	20' max			
C. ENCROACHMENTS INTO SETBACKS				
1. Front Setback	6' max, where applicable			
2. Side Setback	3' max			
3. Rear Setback	3' max, where applicable			

Notes:

du/ac = dwelling units per acre, min = minimum, max = maximum, sf = gross square feet

¹ Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.² Density bonuses or increases can be allowed for the provision of affordable housing and project amenities, such as day care facilities and additional open space, as addressed in the Suisun City Zoning Code, Chapter 18.47 for residential density bonuses.³ Yards and setback areas shall be landscaped in accordance with water-efficient landscaping standards, addressed in Title 20 of the Suisun City Zoning Code and in the State Model Water Efficient Landscape Ordinance (MWELO), as applicable.⁴ Front setbacks shall be consistent with the setbacks of adjacent buildings on the street. Garage shall be no closer than 18 feet from the back of the sidewalk.⁵ Rear garage setback shall be a minimum of 3 feet from the rear property line.⁶ A accessory dwelling shall not exceed 20 feet in height, except when attached to the primary unit, the maximum height shall be that established for the primary dwelling.

6.2.3 Residential Site and Design Standards

A. Neighborhoods

1. The architectural character of new residential neighborhood areas or development shall procure historic elements within the residential styles in a modern context. Each neighborhood shall include a variety of styles.
2. New buildings shall be designed to respect the privacy of adjacent buildings by restricting views directly into adjoining buildings and private yards.
3. New development shall maintain compatibility in building layout, height, scale, and massing with existing residential development.



New residential areas or development should reflect elements of historic residential styles in a modern context.

B. Parks and Open Space

1. A variety of parks and open space shall be located within the Specific Plan Area, designed and located to help promote public health. Refer to Chapter 5 for park, open space, and public facility concepts.
2. Parks or play areas shall be dispersed and located to be easily accessible to each neighborhood area.
3. New multi-family residential development shall be designed with common open space and recreational features unless there is existing parkland within one-quarter mile walking distance.
4. Pocket parks (of one-half acre or less) shall be landscape amenities and as a means to give a distinct identity to residential areas.
5. New small play areas, parks, and plazas shall be provided to support future residential growth in the Specific Plan Area, as suggested by the park and open space concept in Figure 5-1. These facilities shall be designed to support new infill residential and mixed-use developments and contribute and add to the network of open space and recreational facilities in the community.



Parks or play areas should be dispersed and easily accessed on foot.

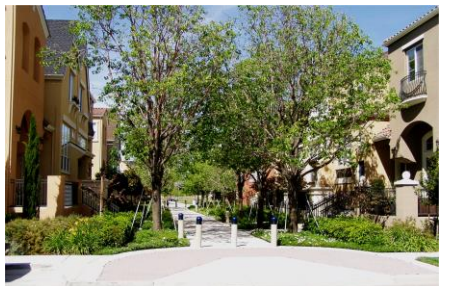


Impervious paving surfaces in landscaping should be minimized to the extent feasible.

To comply with General Plan policy, parks and plazas shall be provided at a ratio of at least 3 acres per 1,000 residents. New development shall be required to dedicate and/or contribute on a fair-share basis to improving publicly accessible parkland according to City park standards

C. Landscaping

1. A combination of trees, shrubs, and ground cover is required to allow maximum winter sun and summer shade. Plantings may be deciduous.
2. Sustainable landscaping, with climate-appropriate plantings with efficient water use is required.



Deciduous plantings are encouraged to provide maximum winter sun and summer shade.

3. The use of impervious paving surfaces (concrete, asphalt) shall be limited to sidewalks, walkways, patios, driveways, and parking spaces that meet the parking requirement. Permeable surfaces and paving materials shall be utilized for not less than 20 percent of the applicable paving surfaces.
4. Outdoor lighting on private lots shall be designed and directed away from common boundaries and neighboring uses.
5. Shade trees and landscape trees shall be of appropriate species, including those that provide shade, stormwater management, aesthetic benefits, and screening to soften the impacts of large expanses of pavement and vehicle movement, based upon planting area and proximity to homes and sidewalks. Large shade trees need adequate room to grow as they mature and shall be spaced such that, at maturity, the drip lines do not overlap.
6. Yard areas facing the street shall be designed using landscape elements of 40 percent hardscape and 60 percent softscape.
7. Landscape design must consider water conservation strategies, consistent with the State of California State Model Water Efficient Landscape Ordinance.



Architectural elements, façade details, and exterior colors should be varied between units and house to house.



Basic building colors should use neutral colors, compatible with the waterfront.

6.2.4 Residential Building Design Standards

A. Architectural Details

A “cookie-cutter” appearance shall be avoided by incorporating significant changes in massing and rooflines between elevations of the same floor plan.

1. Architectural elements, such as front and side porches, bay windows, rooflines, front door entrances, massing, and facade detailing are important distinguishing residential design elements and shall be incorporated in new development. These features and exterior colors shall be varied between units and from house to house along a street.
2. Flat roofs shall be avoided on single-family homes and garages.
3. Compatibility of color with the soft browns, blues, and greens that dominate the waterfront shall be emphasized.
4. Buildings shall be sited so that the first floor rests directly on grade. A minimum lift of 10 inches off the pad is encouraged in order to provide the home with a more substantial presence on the street.

6.3 Commercial Development + Design Standards

The following development standards apply to the commercial and mixed-use zones within the Specific Plan Area. The standards set forth basic design principles, including building height, form and composition, storefront design, landscaping, and signage.



Downtown Suisun City has a historic architectural character that should be preserved and enhanced.

As noted previously, design standards for commercial and mixed-use (residential and non-residential) development apply based on the *Land Use Zone* of the proposed project.

6.3.1 Intent

The City's intent is to preserve the historic architectural character of the Specific Plan Area, while encouraging new development and greater vibrancy, consistent with the goals, objectives, and standards of this Plan.

6.3.2 Commercial and Mixed-Use Development Standards

Development standards for commercial and mixed-use zones are summarized in Table 6-3.

Table 6-3: Commercial and Mixed-Use Development Standards¹

Land Use District	Downtown Commercial (DC)	Downtown Mixed Use (DMU)	Main Street Mixed Use (MSMU)	Historic Commercial (HC)	Waterfront Commercial (WC)
LOT / SITE DESIGN					
1. Lot Coverage ²	80% max	80% max	100% max	70% max	50% max
2. Density ³	N/A	N/A	N/A	N/A	N/A
3. Floor Area Ratio	0.25-2.0	0.30-3.0	0.75-2.0	0.25-1.0	0.25-1.0
4. Lot Area	4,000 sf min	3,000 sf min	2,500 sf min	2,500 sf min	2,500 sf min
5. Lot Width	50' min	50' min	30 min	30 min	40' min
6. Lot Depth	70' min	60' min	60' min	60' min	60' min
BUILDING PLACEMENT AND HEIGHT					
Primary Building Setback⁴					
1. Front Setback	0' min-20' max	0' min-15' max	0' min-15' max ⁴	5' min-15' max ⁵	5' min-15' max
2. Side Setback (street)	0' min-15' max	0' min-15' max	0' min-15' max	5' min-15' max	10' min-20' max
3. Side Setback (interior)	0' min (non) 15' min (res)	0' min (non) 15' min (res)	0' min (non) 15' min (res)	5' min (1-2 stories); 15' min (3+ stories)	0' min (non) 15' min (res)
4. Rear Setback ⁶	15' min	15' min	0' min (non) 15' min (res)	5' min	0' min (non) 15' min (res)
5. Height Limit	60' max	60' max ⁷	16' min; 50' max ⁷	35' max	35' max

Notes:

du/ac = dwelling units per acre, min = minimum, max = maximum, sf = square feet, non = nonresidential, res = residential

¹ Residential development within a commercial or mixed-use zone shall be subject to the development standards for the Residential High Density Zone (RHD), identified in Table 6-1.

² Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.

³ Density bonuses or increases may be allowed for the provision of affordable housing and project amenities, such as day care facilities and additional open space, as addressed in the Suisun City Zoning Code, Chapter 18.47 for residential density bonuses.

⁴ Yards and setback areas shall be landscaped in accordance with water-efficient landscaping standards, addressed in Title 20 of the Suisun City Zoning Code and the State Model Water Efficient Landscape Ordinance.

⁵ Front setbacks shall be within five feet of the setbacks of adjacent buildings on the street.

⁶ Rear garage setback for a detached garage shall be a minimum of 3 feet from the rear property line. Rear setbacks for an attached garage shall be the same as that required for the primary structure.

⁷ Building heights shall be stepped to respect the heights of existing adjacent residential development.

6.3.3 Main Street Mixed Use and Downtown Mixed Use Zones in the Downtown Core

The following design standards apply to the Main Street Mixed Use and Downtown Mixed Use Zones. This District consists primarily of commercial buildings typically built up to the sidewalk edge, rectilinear in form, with large storefronts on the ground floor facade. Where residential structures exist on the west side of Main Street, the residential standards in Section 6.1 shall govern. Refer to Chapter 4 for street and streetscape design standards for Main Street and other Downtown commercial and residential areas.

A. Building Height, Placement, and Setbacks

1. The height of new street-facing facades shall be greater than sixteen (16) feet but no more than fifty (50) feet, as measured from the sidewalk to the top of the cornice.
2. Along Main Street, building facades shall be a minimum of 16 feet in height and appear as a two (2) story building, if not two (2) stories or greater in height.
3. Where building heights differ between adjacent properties, the adjacent heights of major facade elements, such as storefronts, ground floors, upper floors, sill lines and strong horizontal features, such as belt courses and cornices shall be related.
4. Buildings and facades shall be constructed to the back of the sidewalk of the adjacent street(s). Only entries and flanking display windows may be recessed from the property line. Doorways shall be designed to focus on the street to create more activity along the sidewalk.
5. Businesses and buildings on Main Street shall face and orient toward Main Street.

B. Building Form and Style

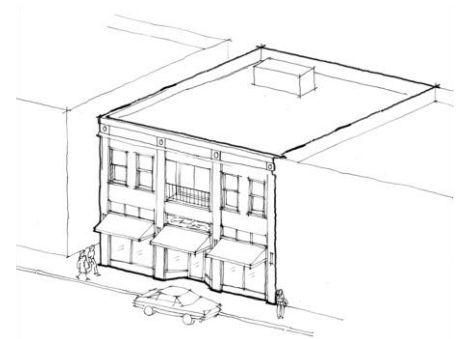
1. Like the historic buildings on Main Street, building forms shall be primarily rectilinear and parallel to existing nearby streets or buildings. Oblique, polygonal, and circular-shaped buildings are prohibited.
2. Architectural character-defining features of buildings that are eligible historical resources shall be maintained or replaced in-kind in any renovation or remodeling work.
3. When a new building is proposed to replace a historic structure, key architectural elements of the original building shall be used in the construction of the new building.
4. The architectural character of new construction and rehabilitation shall reflect the traditional building forms of historic Suisun City by containing design elements that procure historic elements within the commercial styles in a modern



Downtown commercial structures are typically rectilinear and built to the edge of the sidewalk.



Where building heights differ between adjacent properties, the height of adjacent major façade elements shall be related.



The scale of new infill construction shall be harmonious with that of adjacent buildings of historic interest.



Exterior walls shall be designed with brick, wood, and painted or anodized finish metal.



New storefronts along Main Street shall approximate the rectangular form, proportions, and character of adjacent buildings of historic interest.



Canvas awnings attached above street level storefronts and windows shall be used.

context. Highly contemporary and articulated building forms are not permitted. “Wild West” themes typified by false front architecture, embellished with gingerbread-style detail, board-and-batten siding, and bright colors are not an appropriate or acceptable building motif.

C. Exterior Walls

1. Exterior walls shall be designed with brick, wood, painted or architectural metal (such as cast iron and pressed metal with anodized finish or painted).
2. Except in limited amounts and in locations other than along Main Street, exterior wall materials not permitted include concrete, concrete block, stone veneer, stucco, granite, modern metal applications, large expanses of glass, tile, or plastic.
3. New storefronts along Main Street shall approximate the rectangular shape, proportions, and architectural character of adjacent historic buildings. Storefronts with recessed entries shall be divided into three bands with a base, middle, and top, including a transom band, a band of display windows, and a small spandrel or paneled band under the display windows. One-story buildings shall have a solid wall space above the storefront and a cornice, with or without a parapet. Two-story buildings shall usually have a horizontal band and a second floor with windows and cornice. All of the above bands shall align with those of adjacent buildings to the extent possible.
4. If provided, awnings shall be regularly cleaned and maintained.



Storefronts along Main Street shall be designed as three bands that include a base, middle, and top.

Awnings shall go through design review. Metal and glass awnings are not permitted. Free form and geometric form awnings or other sidewalk covers are discouraged. Care shall be taken in choosing

the size, type, location, configuration, and color of awnings to ensure compatibility with the building's architecture and the character of adjacent structures. Awnings or canopies that obscure transom windows or that are used primarily for signage rather than cover are not permitted.

5. Protrusions such as balconies, canopies, and porches must undergo architectural design review, to ensure compatibility with the style of historic structures along Main Street. Other important architectural features shall not be obscured or destroyed in the building of these features.
6. Retail continuity along Main Street's west side is essential. Storefronts shall be varied in design and architectural character, but continuous where possible along each block. Storefronts shall wrap around corners to create a sense of transparency and activity at intersections.
7. Buildings at key intersections (such as Main Street and Driftwood Drive) shall be designed to "mark the corner" with such architectural features as a tower or a cupola. Such features may be erected to a greater height than fifty (50) feet, provided the design is in keeping with the overall architectural character of the structure and surroundings.
8. The backs and sides of buildings that are visible from public streets shall incorporate window and door openings, where possible. For new construction, backs and sides shall be as carefully designed as front facades. On existing buildings, original openings shall be restored or compatible new ones provided where feasible.



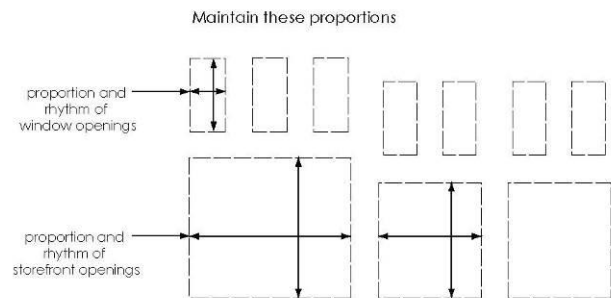
Traditional design features, such as wooden balconies, canopies, and porches shall be used.



Buildings at key intersections, such as Main Street and Driftwood Drive shall be designed to mark the corner.



Windows shall be organized vertically, in multiple bays, although several vertical elements may be combined to form a horizontal opening.





Upper floor facades shall be composed of solid surfaces with punched openings for individual or sets of windows.



False fronts or parapet walls shall conceal pitched or flat roofs.



Exterior colors shall complement the color of neighboring buildings or storefronts and the overall Downtown landscape character.

D. Windows and Doors

1. Except on narrow building fronts, windows shall be organized in multiple bays, in coordination with ground-level storefronts. The directional expression of windows and doors shall be vertical, although several vertical elements may be combined to form a horizontal opening.
2. Fenestration shall be heavy wood rectilinear assemblies. Metal window assemblies or metal window frames are discouraged. Fenestration shall be well proportioned and compatible with the dimensions of a given wall.
3. Glass in windows, doors, and transoms shall primarily be kept clear. Plastic materials shall not be used in place of glass.
4. Upper floor facades shall be composed as solid surfaces with punched openings for individual windows or discrete sets of windows. The openings may be highlighted with special treatment at the head, sill, and/or sides, such as special brick coursing, arched heads, or other accents.
5. Large areas of blank wall with few openings or enriching details shall be avoided on street facades. New and substantially rehabilitated buildings shall have wall to window area ratios and proportions that are similar to the traditional Downtown buildings. For minor rehabilitated buildings, existing window openings, which have been boarded up, stuccoed, or painted over shall be restored and reglazed.
6. Original or existing storefront areas and window openings shall not be filled in or covered up from either the interior or exterior of the building. Where buildings with retail storefront display areas have been converted to non-retail uses, such as offices, the storefront glazing shall not be covered over or permanently obscured. Removable interior window coverings may be used to provide some degree of privacy, but visual contact with the street shall be maintained to the maximum extent feasible.
7. At least 50 percent of the ground floor shall include windows, door, glazing that is transparent and allows views of the interior
8. At least one main entrance shall be directly from the street.

E. Roofs

1. Building roofs shall reflect the historic styles in the Downtown Core and shall be either gable, gambrel, hip, or shed. False fronts or parapet walls shall conceal pitched or flat roofs from view along Main Street. Mansard, free form, and geometric roof shapes are discouraged. Flashings shall be unobtrusive.

2. Pitched roofs shall include dark asphalt shingles. Roofing materials not normally allowed include weathered wood shingles, concrete, plastic tile, or fabric.
3. Rooftops with mechanical equipment shall be concealed.

F. Color

1. Choice for building exteriors may express individual taste, but shall always contribute to the historical character of the area. Exterior colors shall harmonize with other colors on the same building and on the streetscape.
2. Exterior colors shall complement the colors of neighboring buildings or storefronts and shall add to the overall character of the streetscape.
3. Where brick has been painted, repainting is appropriate. Where brick remains unpainted, use of paint on the exterior is prohibited.
4. Colors for building walls and storefronts shall be uniform for a shop, which occupy multiple storefront buildings.
5. The use of different colors to mark individual shops within a building can be visually disruptive and obscure the overall composition of the facade. Where existing buildings have been painted in this manner, they shall be repainted complementing colors when rehabilitation or change in tenancy occurs.
6. A range of complementary colors may be selected for signs and awnings of individual shops within the same building. The sign and awning color of individual businesses shall be coordinated wherever possible. Patterned or multi-colored awnings shall be used with care and in consideration of the color(s) of adjacent awnings.



Complementary colors shall be selected for signs and awnings of individual shops within the same building.

6.3.4 Historic Commercial Zone

The buildings that front on Main Street between Morgan Street and Cordelia Street and the areas within the HC zone are predominantly residential. These structures are expected to convert to retail or limited commercial uses over time. The following sections address these “transitional” buildings and provide standards for their renovation for commercial use. Standards also apply to the design of new commercial structures so that residential elements are incorporated and are compatible with the existing structures in which they adjoin.



Additions to existing structures shall be a height and scale that does not overwhelm the original building.



Setback areas shall be adequately landscaped to provide a residential character and green buffer to the street.



Unique architectural features and the residential quality and appearance of structures should be maintained.



Conversion of a residential structure to a commercial use should not destroy the character of the building.



New larger buildings should use smaller-scaled elements that approximate the scale or form of adjacent residential development.

A. Building Height, Placement, and Setbacks

1. The maximum height of any new building or addition to an existing building shall be thirty-five (35) feet.
2. Additions to existing structures shall not exceed the height of the original building by more than 80 percent and shall not exceed the square footage of the original building by more than 50 percent.
3. Building setbacks shall be provided from all property lines. The front yard and side setback from the street shall approximate that of adjacent residential buildings on the block. Rear and side setbacks shall be similar to those provided for existing residential buildings, with greater setbacks provided for new structures or additions of significantly greater height or scale.

Building setbacks from the street will help to maintain a consistent street wall and signal the transition from the commercial area to the adjacent residential area. Side and rear setbacks can provide buffer zones to protect the privacy of adjacent residential areas.

4. Setback areas shall be adequately landscaped to provide a residential character to the street and to form green buffers between buildings. The presence of trees and planting around buildings is typical of residential areas and will provide an appropriate transition between them and the commercial area.

B. Building Form and Composition

1. Unique architectural features and the overall residential quality and appearance of a structure shall be maintained and respected. Major form-giving elements to be retained include pitched rooflines, projecting or recessed entry porches, dormers, and bay windows. Important features and details may include multi-paned windows set in wood frames, overhanging eaves, decorative brackets and balustrades, and substantially designed porch bases and steps.

The conversion of a residential structure to commercial use shall not destroy the residential character of the building. Where modifications are necessary to improve access, they shall be done in a manner that is least disruptive of the original building fabric. Closing or filling porches or window openings destroys the building's character and is prohibited.

2. New construction and additions to existing buildings shall utilize the major residential form-giving elements described above.
3. Roof forms shall be expressed rather than concealed behind parapets or false fronts. Appropriate forms are those typically used for residential development in and adjacent to the area. These include hip, gable, and shed forms with projecting eaves.

Roof forms for building additions shall be consistent with those of the original structures.

4. Building massing shall relate to the scale of surrounding residential structures. Where a new building will be significantly larger than surrounding structures, it shall be composed of smaller elements that approximate the scale or form of the existing, adjacent residential structures.

In order to avoid changes in scale that would overwhelm adjoining residential structures, new buildings shall use smaller-scaled elements as building blocks. Devices, such as partial or full setback upper floors, building projections or recesses, and changing or articulated roof forms help to reduce the apparent mass of a building.

C. Material Finishes and Colors

1. Exterior wall materials shall be limited to those commonly used for residential buildings, including wood siding and brick.
2. Additions to existing buildings shall be finished in the same material as the original structure. Complementary materials, such as wood shakes with wood siding or brick with stucco may be used for architectural accents or special details.
3. Existing window openings and multi-paned windows shall be retained. Large expanses of glass shall be avoided in building additions and new construction in favor of individual window openings with multi-paned windows or multiple window units.
4. Window frames shall be of painted wood, metal, dark anodized aluminum, or in the case of a renovation, a material and finish which matches the existing original window frames.
5. Metal window grilles or other exterior devices which imply security problems are discouraged.

Visible security devices detract from the area's image. Security problems shall be addressed in less visible ways, such as internal alarm systems, which will not detract from the visual image of the area.

6. Appropriate paint colors for building wall surfaces include white or light, neutral pastels similar to those called for in other commercial zones, medium toned natural finishes for brick. Where wood siding or shakes are used, darker stains or painted finishes may also be appropriate. Trim elements and details may be painted to match the building wall or in a contrasting color.
7. If used, awnings shall be placed to avoid obscuring architectural features or overwhelming the scale of the building. Awnings may be placed over windows or entries but must be attached directly to the building and be self-supporting. Extended sidewalk canopies are prohibited.



Exterior wall materials shall use traditional residential building materials, such as wood siding, stone, and brick.



Use of fabric shall be used, where appropriate to the building design.



New waterfront development shall be consistent with the scale and character of existing waterfront commercial development.



Setback areas shall be adequately landscaped to provide a residential character and green buffer to the street.



Building massing shall be broken to smaller massing, approximating the scale or form of existing adjacent structures.

6.3.5 Waterfront Commercial Land Zones

A. Waterfront Commercial Zone Design Standards

New development in this area shall be guided by the design standards in Section 6.3.4, addressing the Historic Commercial zone, and the following additional standards.

The area located north of the City boat ramp is intended primarily to accommodate the service retail needs of boaters and marine-related industries. Design of these buildings shall be reflective of traditional maritime architecture; that is, buildings with high ceilings, and large floor areas, but which reflect the character of the Waterfront and do not obscure it from view.

The following design standards shall be observed within the Waterfront Commercial zone.

1. Roofs shall be pitched, without parapet facades. Flat roofs are prohibited.
2. Extensive areas of glazing or storefronts shall be utilized where the building faces a public street, common area, or the waterfront.

6.3.6 Downtown Mixed Use Zone within ½ mile of the Suisun-Fairfield Train Depot

B. Building Height, Placement, and Setbacks

1. The height of new buildings shall be multi-story, but no more than fifty (50) feet, as measured from the sidewalk to the top of the roof line.
2. Where building heights differ between adjacent properties, the adjacent heights of major facade elements, such as storefronts, ground floors, upper floors, sill lines, and horizontal features, such as belt courses and cornices shall be related.
3. Building facades and openings shall be designed to front onto Main Street or Downtown side streets rather than facing the railroad tracks.
4. Setback areas shall be adequately landscaped to provide an appropriate transition between the commercial development on Main Street, the residential development south of the district, and streets and parking areas.
5. Public open space shall be internally located and buffered from rail or freight traffic.

C. Building Form and Style

1. Building massing shall relate to the scale of surrounding Downtown structures. Where a new building will be larger than surrounding structures, it shall be broken down into smaller

elements and massing which approximate the scale or form of the existing adjacent structures.

Design strategies, such as partial or full setback upper floors, building projections or recesses, and changing or articulated roof forms help to reduce the apparent mass of a building.

2. New construction and renovation of existing buildings shall respect the waterfront design themes and historic character in the Specific Plan Area and shall maintain the distinct character of the Downtown Waterfront District.
3. More contemporary building designs and reuse of industrial structures shall be utilized in this district, while respecting the traditional design elements of Main Street and the adjacent residential neighborhoods in Old Town.

D. Exterior Walls

1. Exterior walls shall usually be designed with brick, wood, painted or architectural metal (such as cast iron and pressed metal with anodized finish or painted), consistent with materials encouraged for commercial development along Main Street.
2. Balconies, canopies, and porches are encouraged and shall be designed to be compatible with the appearance of adjacent structures.
3. The back and side of buildings, visible from public streets, shall incorporate window and door opening. In new construction, backs and sides shall be carefully designed as front facades. On existing buildings or building renovations, original openings shall be restored or compatible new ones provided, where feasible. Interesting details, awnings, painting, and landscaping shall be used to add visual interest to these areas.

E. Windows and Doors

1. Except on narrow building fronts, windows shall be organized in multiple bays.
2. Glass in windows, doors, and transoms shall primarily be kept clear. Plastic materials shall not be used in place of glass.
3. For rehabilitated buildings, existing window openings, which have been boarded up, stuccoed, or painted over shall be restored and reglazed.
4. Removable interior window coverings may be used to provide some degree of privacy, but visual contact with the street shall be maintained.

F. Color and Material Finishes

1. Choice for building exteriors may express individual taste, but shall contribute to the character of the Waterfront District.



Contemporary design and reuse of industrial structures shall be used.



Exterior walls shall be designed with brick, wood, and painted or architectural metal.



Windows shall be organized into multiple bays.



Exterior colors shall be chosen to complement the architectural and landscape themes in the district.



Public spaces shall be provided to enhance commercial vitality and activity in the district.



Street furnishings and landscaping can help support a pleasant, urban retail experience.



Commercial building facades shall front onto the sidewalk to maintain an active edge for shoppers and pedestrians.



Buildings shall be clustered to support a pedestrian-friendly shopping experience.

2. Exterior colors shall harmonize with landscape themes in the district and Downtown waterfront themes.
3. The use of different colors to mark individual shops or residential units within a mixed-use building shall be avoided. However, accent colors applied to highlight architectural features and trim elements and details painted in a contrasting color, compatible with the building wall are encouraged.
4. Window frames shall be of painted wood, metal, dark anodized aluminum.
5. A range of complementary colors may be selected for signs and awnings of individual shops within the same building. The sign and awning color of individual businesses shall be coordinated, wherever possible.

A. Downtown Commercial and Downtown Mixed Use within the Western Marina Public Space and Pedestrian Amenities

1. Public spaces, such as plazas, courtyards, and outdoor dining spaces shall be designed to enhance the vitality of the district and support commercial patronage.
2. Public spaces, plazas, and courtyards shall be designed as outdoor living rooms, enhanced with seating and other pedestrian furniture, street lights, shade, and landscaping.
3. Street furnishings and landscaping, including planters or tree grates and potted plants, shall be provided along walkways, to support a pleasant urban retail experience.
4. Public art shall be considered for focal points or gateway entrances into the commercial district.
5. Textured or colored pavement shall be used to clearly define pedestrian access ways or intersection crossings, articulate different sidewalks activity zones, and highlight special areas within the district.

B. Building Height, Placement, and Setbacks

1. The height of new buildings are encouraged to be multi-story to establish a pedestrian-friendly character, consistent with the Downtown Waterfront District, but shall be no more than sixty (60) feet, as measured from the sidewalk to the top of the building roof line.
2. Commercial buildings shall have facades built to the edge of the sidewalk in order to maintain an active and interesting edge for window shoppers, strollers, and passersby.
3. To nurture a pedestrian-focused community, buildings shall be designed to front onto the commercial main street or internal common space. Setbacks shall be landscaped and buildings shall

be oriented to activate common spaces and public rights-of-way, with courtyards, plazas, seating, and other public amenities.

C. Building Form and Style

1. Building forms shall be primarily rectilinear and parallel to existing nearby streets or buildings.
2. Commercial buildings shall be clustered to support a pedestrian-friendly shopping environment.
3. Buildings at key intersections shall be designed to "mark the corner" with architectural features, such as towers.

D. Exterior Walls

1. Large areas of blank wall with few openings or enriching details shall be avoided on street facades. The backs and sides of buildings, which are visible from public streets, shall incorporate window and door openings, where possible. Building backs and sides shall be as carefully designed as front facades. Interesting details, awnings, painting, and landscaping shall be used to add visual interest to these areas.
2. Exterior walls shall be designed with traditional building materials, such as brick, wood, painted or architectural metal (such as cast iron and pressed metal, with anodized finish or painted).
3. Doors, windows, cornice lines, floor lines, signage, and overhangs shall be incorporated into the building design to support interesting building façades.
4. Individual tenants in a multi-tenant structure shall be easily distinguished, using architectural features, including:
 1. columns, piers, or pilasters placed between building bays;
 2. building setback variations for recessed entrances, niches for landscaping, outdoor seating or dining, or other pedestrian amenities;
 3. arcades and roof overhangs; and
 4. changes in building or roof heights between adjacent tenants.
5. Awnings, attached above street-level storefronts and over individual windows may be used. Canvas awnings may be used. If provided, awnings shall be regularly cleaned and maintained. Care shall be taken in choosing the size, type, location, configuration, and color of awnings to ensure compatibility with the building's architecture.



Architectural details, such as doors, windows, building lines, signage, and overhangs shall be used to articulate the building façade.



Color and different architectural treatments shall be used to distinguish individual tenants in multitenant buildings.



Commercial storefronts and ground floor common areas shall provide a transparent façade along the street.

E. Windows and Doors

1. Commercial storefronts and ground floor common areas shall provide a transparent façade along the street, consisting of storefronts, entries, and windows.
2. Storefronts shall be varied in design and character, but continuous where possible along each block. Storefronts shall wrap around corners to create a sense of transparency and activity at intersections.
3. Doorways shall be designed to focus on the street to create more activity along the sidewalk.

F. Color and Material Finishes



Color shall be selected to coordinate with the streetscape and landscape themes of the district.

1. Choice for building exteriors may express individual taste, but shall contribute to the waterfront themes of the Downtown Waterfront District. Exterior colors shall complement the colors of neighboring buildings or storefronts and shall be selected to be mutually supportive and beneficial to the overall character of the streetscape.
2. Colors for building walls and storefronts shall be uniform for a shop, which occupy multiple storefront buildings.
3. The sign and awning color of individual businesses shall be coordinated, wherever possible.



6.3.7 Civic and Open Space Standards

Table 6-4: Civic and Open Space Development Standards

Land Use District	Civic (C)	Park or Open Space (P/OS)
A. LOT / SITE DESIGN		
1. Lot Coverage ¹	80% of the lot	20% of the lot
2. Density	N/A	N/A
3. Floor Area Ratio	N/A	N/A
4. Lot Area	N/A	N/A
5. Lot Width	N/A	N/A
6. Lot Depth	N/A	N/A
B. BUILDING PLACEMENT AND HEIGHT		
Primary Building Setback³		
1. Front Setback	0' min	20' min
2. Side Setback (street)	0' min	20' min
3. Side Setback (interior)	0' min	10' min
4. Rear Setback ⁴	0' min	15' min
5. Height Limit ⁵	50' max	35' max

Notes:

min = minimum, max = maximum

¹ Lot coverage includes primary buildings, accessory buildings, covered parking, and covered patios.

² Setback areas shall be landscaped as addressed by the Suisun City Zoning Code.

³ Front setback shall be within five feet of setbacks of adjacent buildings on the street. Garage shall be no closer than 15 feet from the front property line.

6.4 General Development Standards

6.4.1 General Requirements

A. Buildings

1. Where originally constructed building facades remain, their appearance shall not be altered. Such facades shall be repaired and preserved. Where facades have been altered, as much original material and details shall be retained in the rehabilitation as possible.
2. Existing windows and door openings that have been boarded up or painted over shall be restored and reglazed. Replacement windows and doors shall meet all the requirements of Section 6.3.3.D. Awnings, where provided, shall be regularly cleaned and maintained.

B. Landscaping

Landscaping is an transitional feature between the public and private realms, and shall be maintained and improved.

1. Landscaping around the perimeter of buildings and parking areas provides a visual extension of the front landscaping and a green buffer between building and land uses. Landscaping shall be provided in front setback areas and in setback areas around the perimeter of buildings and parking areas, where provided.
2. Landscaping shall be provided within parking areas where needed to break up large expanses of parking and/or to provide additional shade, as required by the City's Zoning Code.

C. Mechanical Equipment and Service Areas

All mechanical equipment, whether on rooftops or at ground level and service areas shall be adequately screened from view?

1. Mechanical equipment, conduit, utility equipment, HVAC units and trash disposal areas, visible from a public right-of-way or common area, shall be screened from view.
2. Where conduit or equipment cannot be screened without disrupting or covering other important features of the building, these shall be painted to match the adjacent surface to reduce their visibility as much as possible.
3. Trash areas, storage, and service areas shall be screened from public view with a wall or fence and landscaping. Trash enclosure shall be designed and located, so as not to be visible from adjacent streets or properties.



D. Use of Public Right-of-Way

Merchandise, whether for sale or rent, shall not be placed on display upon the public right-of-way except by special permit.

6.4.2 Sign Standards

The following standards address the number, location, size, and types of allowable signs applicable to all uses throughout the Specific Plan Area. Additional signage standards, included in Chapter 18.44 of the Suisun City Zoning Code also apply, except where in conflict with the more restrictive standards of this Specific Plan. Where this section is silent, the standards of the Zoning Code shall apply.

A. Type and Placement

1. Signs shall be designed to directly relate to the exterior design of the building. Signs shall not cover important features or cross transitions between features. Signs shall be at the first floor level, shall not project above the cornice or fascia line, and shall be primarily oriented to the pedestrian. However, painted lettering on second story windows, to identify separate uses located there, is appropriate.
2. Signs shall be flush with the facade and not protrude more than eight (8) inches from the wall. Projecting signs may be considered when the sign does not conflict with the building's exterior design.
3. Under canopy signs and signs painted on canvas awnings are permitted. Symbolic three-dimensional signs, such as barber poles, can be utilized. Moving and rotating signs are permitted.
4. Freestanding signs are not allowed, except to identify a specific development, district, or multiple-business complex. One permanent directory or freestanding master identification sign, not to exceed twenty-five (25) square feet per sign face, is allowed at each main entrance to a public street.
5. A projecting sign or shingle sign may be permitted to be placed on a building frontage only if all of the following standards are met:
 - a. The sign is historically accurate or appropriate for the building.
 - b. The sign does not impair the visibility of adjacent signs.
 - c. The size, location, and materials of the sign are compatible with the building and conform to the requirements of this section.
6. The height of the sign does not extend above the cornice line of a one story building or the sill of a second floor window.
7. A permanent sign is limited to the name and graphic logo of the business, the type of service rendered, the principal brand

names or classification of merchandise for sale, and street address. Brand names may occupy not more than twenty-five percent (25%) of the allowable sign area, except for storefront window signs.

8. Neon signs are permitted only when all of the following standards are met.
 - a. The sign does not impair the visibility of adjacent signs.
 - b. The sign, location, and materials of the sign are compatible with the building and conform to the other requirements of this Chapter.
 - c. Where an otherwise illuminated sign is not possible.

B. Sign Area

1. A maximum area of one (1) square foot of signage may be permitted for each linear foot of a business on a primary frontage (facing a public street, public parking lot, or public space) not to exceed forty (40) square feet on any one frontage.
2. A maximum of one-half (1/2) square foot of signage may be permitted for each linear foot of a business on a secondary frontage (facing an alley, private driveway, an adjacent building, private parking or service area) not to exceed twenty (20) square feet on any one frontage.
3. Projecting signs shall not exceed twenty (20) square feet per sign face and shall not project more than four (4) feet from the wall.
4. The maximum areas noted above shall apply to all wall, window, and projecting signs and signs painted on awnings.
5. Each business with first floor frontage or direct sidewalk access may have a pedestrian-oriented sign attached below a canopy not exceeding three (3) square feet per sign face and with a minimum clearance of eight (8) feet above the sidewalk. Such a sign will not count as part of the maximum business sign allowance.
6. Multiple business directories may be permitted when not exceeding two (2) square feet per tenant and twenty (20) square feet total per sign face. Such a sign will not count as part of the maximum business sign allowance.

C. Materials

1. Signs shall be painted and/or carved wood, wrought iron, cut out, non-reflective metal lettering such as brass, or glass (including stained glass). Signs painted directly on plain surfaces, windows and canvas awnings are generally appropriate. Metal "can" signs are not permitted. Decorative neon identification signs may be used as an accent or design feature, but shall not dominate the general appearance of the facade.



D. Graphics

1. Graphics shall be simple and bold. Lettering styles shall be in keeping with the area's historic character.

E. Illumination

1. Illumination shall be indirect such as that provided by "goose necked" light fixtures.
2. Fluorescent, flashing, intermittent, and interior-illuminated signs are prohibited.

F. Temporary Signs

1. Temporary signs pertaining to special store events or sales lasting no more than thirty (30) days may be painted or affixed to display windows provided that their total area shall not exceed twenty-five percent (25%) of the window area.
2. Banners or other promotional signs may be displayed for up to thirty (30) days provided that the total area of all temporary signage displayed (including window signage) shall not exceed the allowed area of the permanent signage.
3. All such temporary signage shall be displayed for no more than thirty (30) days. The same or similar signage shall not be replaced within thirty (30) days after removal.

G. Illegal Construction

If the Administrator finds that any sign has been constructed or erected in violation of the provisions in effect at the time of such construction, they shall give written notice of such conditions to the property owner upon which the sign is located to remove or alter the sign so as to comply with this Chapter. Thirty (30) days after such notice, such signs may be removed or altered to comply with legal standards by the Administrator at the expense of the permittee or the property owner upon which the sign is located.

6.4.3 Parking Standards

Parking regulations are established to ensure adequate parking facilities are provided to meet the parking demand anticipated for development.

A. Minimum Parking Requirements

The minimum number of off-street parking space shall be provided for each land use, as summarized in Table 6-4. For uses not listed in the table, refer to Zoning Code Chapter 18.42, Parking and Loading Areas. The parking standards in Table 6-4 apply to any new building or use, except as follows:

1. For existing structures, only those off-street parking spaces required at the time of construction, addition, or substantial

modification of the structure, or are present on the site at the time of adoption of this Specific Plan, are required to be maintained as off-street parking spaces. Any additional floor area to an existing structure or construction of new structures made subsequent to the effective date of this Plan shall require the provision of off-street parking as provided in Table 6-5.

- Parking within the one-quarter mile radius of the Suisun City train depot will be waived.

Table 6-5: Off-Street Parking Requirements

Land Use	Minimum Number of Parking Spaces Required
RESIDENTIAL LAND USES	
Single-Family Residential	1 covered space and 1 uncovered space per unit
Multi-Family Residential ¹	
Studio	1 space per unit
One-Bedroom	1 space per unit
Two+ Bedrooms	1.5 space per unit
Guest spaces	1 space per 5 units, except that on-street parking may be substituted for visitor parking where sufficient on-street parking space is provided on the street adjacent to the development
NON-RESIDENTIAL LAND USES	
Hotel/Motel	1 space per room
Commercial or Public Use	Refer to parking requirement in the City Zoning Code, except that the minimum off-street parking spaces shall not be greater than 1 space per 300 gross square feet. Proposed buildings of less than 5,000 square feet with adjacent on-street parking shall not be required to provide any off-street parking.

Notes:

¹ For developments containing five or more units, up to thirty-five percent (35%) of the required uncovered spaces may be compact car spaces.

*** On-street parking spaces adjacent to the property street frontage may be used to satisfy required off-street parking requirements.

B. Parking in Commercial and Mixed Use Zones

Generally, parking required for existing and proposed new uses within most of the commercial and mixed use zones will be met by a combination of public and private on- and off-street public parking facilities, associated with specific uses and properties. Public parking is provided on Main Street, in and around the marina and Harbor Plaza. Because of the variety of uses envisioned in the Specific Plan Area, peak demand periods will vary, allowing opportunities for shared facilities by more than one use or property.

- I. Required parking for all existing uses at the date of adoption of this Specific Plan are satisfied by existing private on-site facilities and public parking on Main Street and Harbor Plaza.

2. New uses established after the adoption of this Specific Plan shall be required to meet parking standards with either on-site parking, on-street parking, or a combination of on-site and on-street parking, consistent with the requirement of this Specific Plan. Off-site parking may be used, where it is demonstrated that such spaces are available during the peak demand periods for the particular use in question (see requirements for shared parking below).

C. Fees In-Lieu of Required Parking

Where a use cannot satisfy its parking requirement through on-site or shared parking, the remaining requirement may be satisfied by payment of a fee in lieu of actual development of the required parking. Said fee is to be set by resolution of the City Council and shall be equal to the estimated cost of land acquisition and development of one off-street surface parking space. This fee will be charged for each of the required parking spaces which cannot otherwise be provided for the proposed use.

D. Reduced Parking Requirement

An exception reducing the required parking spaces to less than the above standards may be approved by the Administrator provided the following findings are made:

1. The actual parking demand for the use in question will be less than the above standards.
2. The proposed use will not generate additional long-term parking demand.
3. If a new building or structure, the probable long-term occupancy will not generate additional parking demand.

The applicant will be responsible for the collection and submittal of survey or other data sufficient for the above findings to be made. Refer to Section 7.6.5 of the Specific Plan for the procedures for exceptions.

E. Shared Parking Requirements

Parking spaces may be shared by more than one use when operations are not normally conducted during the same hours or when hours of peak use vary. Requests for the use of shared parking may be considered within the project review process as a strategy to meet required off-street parking requirements and must meet the following conditions:

1. The applicant must satisfactorily demonstrate that substantial conflict shall not exist in the principal hours or periods of peak demand for the uses for which shared spaces are proposed.

2. Parking spaces designated for shared use shall not be located farther than eight hundred (800) feet from any structure or use served, unless otherwise approved.
3. A written Agreement shall be drawn to the satisfaction of the City attorney and executed by all parties concerned ensuring the continued availability of the number of stalls designated for shared use.
4. The number of existing parking stalls which may be credited against the requirements for proposed structures or uses shall not exceed the number of stalls reasonably anticipated to be available during differing hours of peak demand.
5. In determining the availability of parking spaces for shared use; peak and off-peak demand shall be calculated using the standards and methods described in the City's Zoning Code, Section 18.42.090 or other approach approved by the City.
6. Total required on-site parking spaces for mixed-use developments shall be determined by computing the parking requirements for each of the above time periods. The largest total demand for the four periods shall be the required number of spaces to be provided.

F. Parking in Residential Front Yards

No portion of any front yard other than a paved driveway shall be utilized for parking or storing of any motor vehicle, recreational vehicle, boat, trailer, or camper.

G. Parking Design

Dimensions, geometrics, and landscaping of parking areas shall be as specified by the City's Zoning Code, unless otherwise specified in this section.

1. Where on-site parking is utilized, it shall be provided in a location which is least visually disruptive. The preferred location of parking lots is at the rear of the property or screened from view by the building. An alternative location would be at the side of the building. Parking shall not be sited in the setback area between the street and the building line, where such setback exists. Parking located in front of buildings, adjacent to the public right-of-way, shall be screened with vegetation and/or fencing. Access drives shall be located besides the building or at the rear of the building on corner lots.
2. Parking lots shall be adequately landscaped within and at the perimeter, adjacent to abutting streets and buildings. Parking areas, which abut residential uses or zones, shall be screened with a dense hedge and/or a fence. Lighting shall be directed away from residences.



CHAPTER 7 | SPECIFIC PLAN ADMINISTRATION

7.1 Administration

7.1.1 Administrator – Designation

The Administrator of the Specific Plan shall be the Development Services Director or their delegate.

7.1.2 Administration

The Planning Division shall administer this Specific Plan in accordance with the provisions of this Plan and the instructions of the Planning Commission. Refer to the Suisun City Zoning Code (Zoning Code), Section 18.84 for the process for appeals.

7.1.3 Administration - Consistency with Applicable General Plan Policies and Programs

Prior to issuance of a building permit, applicants must demonstrate consistency with applicable General Plan Policies and Programs listed in Section 4 of the City's Specific Plan Consistency Analysis (under the California Environmental Quality Act or "CEQA"), as relevant and appropriate to the activity requiring the permit. The City's Specific Plan Consistency Analysis is on file with the Development Services Department under separate cover. Notwithstanding other provisions of this Specific Plan and the Specific Plan Consistency Analysis, all development and associated public improvements and environmental mitigations shall be consistent with the current adopted version of the Travis Air Force Base Land Use Compatibility Plan Update.

7.2 Specific Plan Adoption

A Specific Plan is similar to a Zoning Code in that it implements the General Plan through land use designation on a map, listing or referencing permitted specific uses, standards for development, and appropriate special conditions. Title 7, Division I, Chapter 3, Article 8, Sections 65450-65457 of the California Government Code provides the requirements for the contents and adoption process of a Specific Plan.

7.2.1 Specific Plan Amendment

Amendments to the Specific Plan may be initiated by a resident or property owner, as well as by the City, in accordance with the procedures outlined for initial adoption. In addition to these requirements, major amendments shall require a public hearing and notification, similar in nature to the process for amendments, addressed in the City Zoning Code, Chapter 18.82, “Amendments.”

7.2.2 Application

Application for a Specific Plan Amendment shall be filed with the Planning Division upon such forms and accompanied by such data as may be prescribed by the Planning Division, so as to ensure the fullest practicable presentation of the facts for the permanent record. A fee set by resolution of the City Council shall accompany each application. A Specific Plan Amendment may be initiated by the City.

7.2.3 Scope of Amendment

The Administrator will be responsible for determining “major” amendments as opposed to “minor” amendments to the Plan and its Standards. “Major” amendments shall be processed as outlined above through the Planning Commission and City Council. Among the items which would be considered major are:

- Introduction of a new type of land use not discussed in the Specific Plan or City Zoning Code that would affect one or more property owners.
- Major changes to the layout of land uses (affecting one acre of land or more) or other changes, which may significantly affect a planning concept spelled out in this Specific Plan.
- Major changes to the proposed street system that would significantly alter land use or circulation concepts described in this Specific Plan.
- Changes or additions to design standards, which could significantly change the stated intent of this Specific Plan.
- Any change to the Specific Plan which could create new environmental impacts or substantially increase environmental impacts beyond that reported in the Specific Plan Consistency Analysis.

Minor amendments shall be decided by the Administrator, subject to appeal to the Planning Commission. Minor amendments include:

- A proposed land use not identified in the Specific Plan or City Zoning Code that is substantially similar to a permitted use with respect to characteristics, intensity, and compatibility, according to the requirements of section 7.4.3 of this chapter. Minor changes to

the land use diagram and/or alignment of streets that maintain the general pattern of permitted land uses and circulation and that are consistent with the vision, goals, and policies of the Specific Plan.

- A change to the development and design standards that does not significantly change the physical characteristics or purpose and intent of the Specific Plan and is determined by the Administrator as minor or requests for an adjustment that is 10 percent or less of quantifiable or measurable standards contained in the WDSP.
- Changes not expected to substantially increase any environmental impact beyond the levels identified in the Specific Plan Consistency Analysis.
- Minor text revisions required to clarify the intent of the Specific Plan, remove ambiguities, or maintain consistency with other adopted City planning and policy documents.
- Other modifications of a similar nature to those listed above, which are deemed minor by the Administrator and in keeping with the purpose and intent of the Specific Plan.

7.2.4 Findings

In considering any amendment to the Specific Plan the appropriate decision-making body shall make the following findings:

- The proposed amendment would benefit the Specific Plan Area.
- The proposed amendment would conform to the General Plan or would be considered in conjunction with an amendment of the General Plan.
- The proposed amendment would not adversely affect adjacent properties.
- If use specific, the subject property could be properly served by public facilities and services.

7.2.5 Amendment Procedures

The process for Major Amendments to the WDSP shall be the same as the process to amend the Zoning Code as described in Chapter 18.82 of the Zoning Code. Minor Amendments to the WDSP, unlike Major Amendments, may be approved by the Administrator in accordance with the following procedures and do not require public hearings.

I. Application Requirement

Applications shall be made in writing on a form prescribed by the Development Services Department for the purposes of site plan and architectural review and shall be accompanied by site plans, elevations, and/or relevant data required to grant the application.

2. **Application Processing**

The Administrator or their designee shall review all applicable information and within thirty (30) days of receiving all relevant information, make a determination as to the appropriate level of review, based on applicable regulations and the characteristics of the project.

For Minor Specific Plan Amendments, the Administrator shall make one of the following determinations:

- a. Approve the application upon determination that the project substantially complies with all applicable standards of the Specific Plan and relevant City standards and meets the criteria for Minor Amendments in Section 7.3.2.
- b. Require or recommend the project be reviewed as a Major Amendment, including going through the appropriate public hearing process. However prior to making this determination, when possible, the Administrator shall provide the applicant an opportunity to modify or correct the application to bring the project into conformance with the Specific Plan, relevant City standards, and the criteria for Minor Amendments, addressed in Section 7.3.2.
- c. Request further information, as may be needed to decide to approve the application.

In granting a Minor Amendment, the Administrator may impose conditions to safeguard public health and safety and ensure that development is consistent with the objectives and intent of the Specific Plan.



7.3 Conflicts and Interpretation

The provisions of this Specific Plan are not intended to interfere with or void any easements, covenants, or other existing agreements, which are more restrictive than the provisions of this Specific Plan.

7.3.1 Conflict with Other Regulations

Whenever the provisions of this Specific Plan impose more restrictive regulations upon buildings or structures or use of lands; or require larger open spaces, yards, or setbacks; or otherwise establish more restrictive regulations than are imposed or required by any other law, title, ordinance, code, or regulation, the provisions of this Plan shall govern. Where this Plan is silent, other applicable development standards or regulations shall govern.

7.3.2 Clarification of Ambiguity

If ambiguity arises concerning the appropriate classification of a particular use within the meaning and intent of this Specific Plan, or if ambiguity exists with respect to matters of height, yard requirements, area requirements, or District boundaries as set forth herein, it shall be the duty of the Administrator, subject to appeal to the Planning Commission, to ascertain all pertinent facts and interpret the applicability of the provisions of this Plan.

7.3.3 Use Determination

Upon request regarding whether a use is allowed within a particular zone of the WDSP, the Administrator, subject to appeal to the Planning Commission, shall provide a written determination as to whether the use in question is substantially similar in characteristics, intensity, and compatibility to a use or uses permitted within the zoning district for the property.

7.3.4 General Interpretation

- A. The word “shall” is mandatory and not discretionary. The words “should” and “may” are permissive and discretionary.
- B. In case of any difference of meaning or implication between the text of any provision and any caption or illustration, the text shall control.
- C. The word “used” shall include arranged, designed, constructed, altered, converted, rented, leased, occupied, or intended to be utilized.

7.4 Nonconforming Uses and Structures

7.4.1 Purpose

This section is intended to limit the number and extent of nonconforming uses by regulating their enlargement, their reestablishment after abandonment, and the alteration or restoration after destruction of the structures they occupy. This section is also intended to limit the number and extent of nonconforming structures by prohibiting their being moved, altered, or enlarged in a manner that would increase the discrepancy between existing conditions and the standards prescribed in this Plan.

7.4.2 Regulation

Nonconforming uses shall be regulated consistent with Chapter 18.68 of the Zoning Code and the standards addressed in this section.

7.4.3 Continuation and Maintenance

- A. A use lawfully occupying a structure or a site that does not conform with the use regulations or the development standards for the zone in which the use is located shall be deemed to be a nonconforming use and may be continued, except as otherwise limited by Chapter 18.68 of the Zoning Code and this section.
- B. A structure, lawfully occupying a site, that does not conform with the standards for front yard, side yards, rear yard, height, coverage, distances between structures, parking facilities, and other applicable development standards for the zone in which the structure is located, shall be deemed to be a nonconforming structure and may be used and maintained, except as otherwise limited by Chapter 18.68 of the Zoning Code and this section.
- C. Buildings under construction shall not be required to modify the plans, construction, or designated use of any building upon which construction was lawfully begun prior to the effective date of this ordinance.

7.4.4 Alteration and Additions to Nonconforming Uses and Structures

No nonconforming structure shall be altered or reconstructed so as to increase the discrepancy between existing conditions and the standards for front yard, side yards, rear yard, height of structures, distances between structures, parking facilities, and other applicable development standards as prescribed for the zone in which the structure is located, as addressed in Section 18.68 of the Zoning Code.



7.4.5 Discontinuation of Nonconforming Use

Whenever a nonconforming use has been discontinued for a continuous period of 180 days or more, all applicable regulations of the WDSP and the Zoning Code apply.

7.4.6 Restoration of a Damaged Structure

- A. Whenever a structure which does not comply with the standards for front yard, side yards, rear yard, height of structures, distances between structures, parking facilities, and other applicable standards as prescribed in the regulations for the zone in which the structure is located, or the use of which does not conform with the regulations for the zone in which it is located, is destroyed by fire or another calamity, to the extent of fifty percent (50%) or less, the structure may be restored and the nonconforming use may be resumed, provided that the restoration is started within one year and diligently pursued to completion. When the destruction exceeds fifty percent (50%) or the structure is voluntarily razed or is required by law to be razed, the structure shall not be restored except in full conformity with the regulations for the zone in which it is located and the nonconforming use shall not be resumed.
- B. The extent of damage or partial destruction shall be based upon the ratio of the estimated cost of restoring the structure to its condition prior to such damage or partial destruction to the estimated cost of duplicating the entire structure as it existed prior to the damage. Estimates for this purpose shall be made by or shall be reviewed and approved by the Chief Building Official and shall be based on the minimum cost of construction in compliance with the Building Code.
- C. All applicable provisions of State law relating to rebuilding nonconforming residences, including multifamily dwellings damaged or destroyed by fire, shall supersede local requirements, including the City shall not enact or enforce any ordinance, regulation, or resolution that would prohibit the reconstruction, restoration, or rebuilding of a multifamily dwelling that is involuntarily damaged or destroyed by fire, other catastrophic event, or another calamity.
- D. Permits

7.4.7 Site Plan and Architectural Review

A. Purpose

Site Plan and Architectural Review is required to ensure that the function, character, and appearance of the physical environment are consistent with the goals, objectives, policies, and standards of this Specific Plan.

B. Applicability

Site Plan and Architectural Review approval shall be required prior to issuance of a building permit, certificate of occupancy, business license, grading permit, or utility service connection for the following:

1. **Commercial and Mixed-Use Zones (DC, HC, WC, DMU, MSMU) and Historic Residential Zone (HR).** For projects or purposes that include demolition, new construction, or construction changes substantially affecting the exterior appearance of the building as viewed from a public right-of-way or circulation to the site, signs, and changes or intensification in use, occupancy, or tenancy of an existing building or portion of a building. Demolition requests shall follow the procedures in Appendix A of this Specific Plan.
2. **Other zones.** For all projects, except individual single-family residences not a part of a proposed subdivision or development project that involve new construction or exterior alterations, additions, and signs.
3. **Exceptions:**
 - a. Multi-family housing projects that qualify for streamlined approval under State law (excluding projects within historic or landmark districts), including development projects with up to two primary units, qualifying lot splits, or at least two-thirds of the square footage of the development shall be designated for residential use.
 - b. Affordable housing project that qualify under State density bonus laws, if such standards would have the effect of physically precluding the construction of that project at the densities or with the concessions or incentives allowed by State density bonus laws, unless failure to apply the standard would result in one or more specific adverse impacts on public health or safety or the physical environment, and there is no other feasible method to mitigate the adverse impact(s). Infill developments as follows:
 - i. Horizontal or vertical additions equivalent to 50 percent or less for buildings with less than 1,000 square feet of existing gross floor area;
 - ii. Horizontal or vertical additions equivalent to less than 25 percent for buildings with 1,000 to 10,000 square feet of existing gross floor area;



- iii. Horizontal or vertical additions equivalent to less than 15 percent for buildings with more than 10,000 square feet of existing gross floor area.

C. Procedure

Site Plan and Architectural Review shall consist of the procedures described in Chapter 18.76 of the Zoning Code.

1. **Renewal.** The Administrator may renew Site Plan and Architectural Review approval for a period of one year upon determining that the original findings made remain valid. Request for renewal shall be made in writing at least thirty (30) days prior to expiration.
2. **Changed Plans.** The Administrator or the Administrator's designee, or the Planning Commission, as the case may be, may approve changes to approved plans or Conditions of Approval upon determining that the changes in conditions are minor and are consistent with the intent of the original approval. Revisions involving substantial changes in project design or conditions of approval shall be treated as new applications.
3. **Alternative Development and Design Standards.** Alternative approaches to the development and design standards (Chapter 6) shall be identified by the applicant and shall be reviewed during the site plan and architectural review process. Approval of deviations to development and design standards may be permitted, if the applicant can demonstrate that the deviation(s) would still accomplish the intent of the Specific Plan standards to the same degree or better. The applicant must request a Minor Specific Plan Amendment, accompanied by adequate justification for the proposed changes in accordance with the procedures for Minor Specific Plan Amendments described in Section 7.3.4.

D. Appeals

1. **Rights of Appeal and Review.** Site Plan and Architectural Review decisions of the Administrator may be appealed by any interested party to the Planning Commission. Planning Commission decisions may be appealed to the City Council, in accordance with the standards for appeals, addressed in Chapter 18.84 of the Zoning Code.

7.4.8 Planned Unit Development (PUD) Permit

A. Purpose

1. To provide for development of parcels greater than two acres in land area, designated for a mix of residential and/or commercial uses. The specific location, layout, design, and phasing of these zones may be determined through this process.
2. To allow a flexible approach to the application of development standards, where a higher quality of design, amenity, and community environment would result. The PUD Permit procedure is not intended as a means to circumvent the application of normal and appropriate development standards.
3. To encourage variety and avoid monotony in large developments by allowing greater freedom in selecting the means to provide access, light, open space, and amenity.

B. Application and Procedure for Approvals and Amendments

Application for and the process for approving and amending PUD Permits shall be as described in Chapter 18.72 of the Zoning Code.

7.4.9 Administrative Review and Conditional Use Permits

A. Purpose

1. **Administrative Review.** Administrative review is required to verify that an intended use or structure complies with the allowed list of activities, all applicable development standards, and does not negatively impact adjoining properties and/or the surrounding area. Administrative review applications may be reviewed and approved by the Administrator or their designee, without requiring a public hearing or noticing within the area for which the use will be located.
2. **Conditional Use Permits.** Conditional use permits are required for uses typically having unusual site development features or operating characteristics requiring special consideration so that they may be designed, located, and operated compatibly with uses on adjoining properties and in the surrounding area. Such uses may be consistent with the purpose of a particular land use zone but the characteristics stated above might preclude their compatibility in every location within a zone. Use Permits provide the flexibility to allow such uses where appropriate, while disallowing those uses where conflict with surrounding uses or the purposes of the zone would occur.



3. Exceptions:

- a. Multi-family housing projects that qualify for streamlined approval under State law, including development projects with up to two primary units, qualifying lot splits, or at least two-thirds of the square footage of the development shall be designated for residential use.
- b. Affordable housing project that qualify under State density bonus laws, if such standards would have the effect of physically precluding the construction of that project at the densities or with the concessions or incentives allowed by State density bonus laws, unless failure to apply the standard would result in one or more specific adverse impacts on public health or safety or the physical environment, and there is no other feasible method to mitigate the adverse impact(s).

B. Applicability

When required by the zoning district in which the use or structure is located, administrative review clearance or a conditional use permit, as the case may be, is required prior to the commencement of construction or use.

C. Regulation

Upon request regarding whether a use is allowed within a particular WDSP zone, the Administrator, subject to appeal to the Planning Commission, shall provide a written determination as to whether the use in question is substantially similar in characteristics, density, intensity, and compatibility to a use or uses permitted within the zoning district for the property and whether the use is permitted, requires administrative review, conditionally permitted, or disallowed within the zone.

Application for and the process for administrative review and conditional use permits shall be as follows.

I. Administrative Review

Application for administrative review shall be made in writing on a form prescribed by the Development Services Department and shall be accompanied by plans and elevations, site plans, and relevant data required to grant the application. The Administrator or their designee shall review all applicable information and within thirty (30) days of receiving all relevant information, decide whether the proposed structure or use meets all applicable standards of the Specific Plan and other relevant City standards.

The Administrator shall make one of the following determinations:

- a. Approve the application upon determination that the project complies with all applicable standards of the Specific Plan and relevant City standards. Public hearings are not required for administrative review applications unless the decision of the Administrator or their designee is appealed.
- b. Deny the application if it is determined that the project will not comply with all applicable standards of the Specific Plan and relevant city standards. However, prior to denying the application, the Administrator shall provide the applicant an opportunity to modify or correct the application to bring the project into conformance with applicable City standards.
- c. Request further information, as may be needed to make the determination to approve or deny the application.

2. Conditional Use Permits

Application for and the process for conditional use permits shall refer to the standards in Chapter 18.73 of the Zoning Code and standards in this section. In approving a Conditional Use Permit, the Planning Commission may impose reasonable conditions necessary to satisfy the findings, identified in subsection D, below.

D. Findings Required to Grant

1. Administrative Review

Administrative review applications shall be subject to the following findings:

- a. That the proposed location of the use is consistent with the goals, objectives, and policies of this Plan, the General Plan, and the purposes of the zone in which the site is located.
- b. That the proposed use is similar in character, intensity, and compatible with other uses permitted within the zoning district for the property.

2. Conditional Use Permits

Conditional use permits shall be subject to the findings in Section 18.73.080 of the Zoning Code.



7.4.10 Temporary Use Permit

A Temporary Use Permit, authorizing certain temporary use classifications, shall be subject to the provisions in Section 18.73.120 of the Zoning Code.

7.4.11 Variances and Exceptions

A. Purpose

1. Variances

Variances are intended to resolve practical difficulties or unnecessary physical hardships that may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or other physical conditions on the site or the immediate vicinity or from street locations or traffic conditions in the immediate vicinity of the site. Cost or inconvenience to the applicant of strict compliance with a regulation shall not, in and of itself, constitute sufficient reason for granting a variance.

Variances may be granted with respect to fences, walls, landscaping, screening, site area, site dimensions, yards, height of structures, courts, distances between structures, open space, signs, off-street parking, and off-street loading standards.

2. Exceptions

Due to the unique conditions of design and construction in the HR and HC district, where structures were sometimes built close to lot lines, densities are mixed, and parcel configurations have changed over the years, it is sometimes in the public interest to provide for a higher quality of design and/or enhance the historic character of the neighborhood by making an exception to normal setback, parking, landscaping, fencing, and screening requirements, where such an exception does not interfere with the public health or safety. Exceptions may be made within the HR and HC districts for the same purposes as a variance, but where the strict findings of a variance cannot be made.

Exceptions may also be permitted for parking requirements.

B. Application and Authority to Grant

Application for and the process for variances and exceptions, shall refer to Chapter 18.80 of the Zoning Code and the standards in this section.

The Administrator shall have the authority to grant Variances and Exceptions, subject to appeal to the Planning Commission by any

person or persons affected by the variance or exception, except that Planning Commission approval is required for all major construction, enlargement, additions, improvements, alterations, and removal in the HR or HC districts that exceed 500 square feet. Refer to Appendix A of the Specific Plan for demolition and review procedures in the HR and HC zones. In no case, shall a Variance or Exception be granted, which allows a use of land or buildings not permitted in the district in which the subject property is located.

C. Public Noticing and Hearings

The process for public noticing and hearings for Variances and Exceptions shall be as addressed in Section 18.80 of the Zoning Code. Additionally, notices shall be provided to all property owners within 600 feet of the property, which is the subject of the application.

D. Findings Required to Grant

1. Variances

Variances shall be subject to the findings in Section 18.80.020 of the City Zoning Code.

2. Exceptions

- a. Exceptions to development standards in the HR and HC zone shall be subject to the criteria provided in Appendix A of the Specific Plan.
- b. Exceptions to parking standards may be permitted, as specified in Section 6.5.4 of the Specific Plan.

E. Conditions of Approval

In approving a Variance or Exception, the Administrator or Planning Commission, as the case may be, may impose reasonable conditions necessary to:

1. Achieve the general purpose of the Specific Plan or the specific purposes of the zoning district in which the site is located.
2. Protect the public health, safety, and general welfare.
3. Ensure operation and maintenance of the use in a manner compatible with existing and potential uses on adjoining properties in the surrounding area.



7.5 Approval to Extend with the Land

7.5.1 Approvals

Except where otherwise specified by the approving authority, approvals of all discretionary permits governed by this Plan shall extend with land.

7.5.2 Lapse of Approvals

Approvals for Site Plan/Architectural Review, Conditional Use Permit, Variances, and minor deviations shall lapse and become void twelve (12) months from the approval date, unless a different expiration date is specifically established as a Condition of Approval. Such approvals shall not lapse if any of the following actions occur prior to twelve (12) months from project approval or as extended, subject to Section 7.7.3:

- A. A building permit is issued in accordance with the approved entitlement and construction is commenced and diligently pursued toward completion; or,
- B. The use addressed under the approved Use Permit has commenced; or,
- C. A certificate of occupancy for the use or improvement addressed under the entitlement is issued.

7.5.3 Extensions

An extension may be issued for project approvals described in the previous sections. The Administrator may only extend approvals originally granted by the Administrator. The Planning Commission may only extend approvals originally granted by the Planning Commission.

An extension may be granted for twelve (12) months and shall not exceed a total of two (2) years from the original date of approval. All requests for extensions should be filed with the Planning Division sixty (60) days prior to the expiration date.

The Administrator or Planning Commission may extend the approval of a project if they find that there have been no significant changes in the goals, objectives, policies and regulations of this Specific Plan, or character of the area within which the project is located, that would cause the approved project to become inconsistent or nonconforming.

The granting of an extension should not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.

7.6 Hearings

Public hearings shall be held for the purpose of considering public testimony regarding the granting of various permits and actions as specified by this Chapter and as required by State law. The Planning Commission and/or City Council may, from time to time, determine that a public hearing is necessary or desirable even when not specifically required and may set the time and place for such hearing to occur.

7.6.1 Notice of Hearing

The Planning Division shall cause notice of the time and place of the public hearing on the project to be given at least ten (10) days in advance of the public hearing or as required by the current Zoning Ordinance requirement.

7.6.2 Other Notice Requirements

Notices required by this section shall be in addition to any other or different notice required by other provisions of this Code or by State law, provided, however, that nothing therein shall require separate notices to be given if the same notice will satisfy the requirements of this Section and any other application section of this Code or State law.

7.6.3 Continuance of Hearings

Any public hearing may be continued from time to time by the body or official conducting the hearing, subject to limitations provided by law, and in such case no further notice need be given.

7.7 Enforcement

Enforcement of this Plan shall be subject to the enforcement standards for the Zoning Code, addressed in Chapter 18.86, “Administration and Enforcement” of the Zoning Code.

7.8 Appeals

Appeals shall be subject to the standards in the City Zoning Code, Chapter 18.76, “Appeals.”

7.9 Severability

If any section, subsection, sentence, clause or phrase of this Plan is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Plan. The Council hereby declares that it would have passed this Plan and each section, subsection, sentence, clauses, or phrase thereof, irrespective of the fact that any one or more section, subsection, sentence, clauses, or phrases has been declared invalid or unconstitutional, and if for any reason this



Plan should be declared invalid or unconstitutional, then the remaining provisions shall be in full force and effect.

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RESOLUTION NO. 2018-101

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ADOPTING AMENDMENTS TO SUISUN CITY GENERAL PLAN**

WHEREAS, the City of Suisun City, Development Services Department initiated amendments to the Suisun City General Plan; and

WHEREAS, the Suisun City General Plan is proposed to be amended; and

WHEREAS, the resulting General Plan amendments will continue to act as the primary regulating document relative to future land use and transportation planning in Suisun City; and

WHEREAS, the City of Suisun City previously adopted the 2035 General Plan (SCH # 2011102046) and certified an Environmental Impact Report (EIR) (SCH # 2011102046) for the 2035 General Plan in 2015; and

WHEREAS, the City of Suisun City has conducted an environmental analysis of the amendments to the General Plan and determined them to be exempt from CEQA under State CEQA Guidelines Section 15061(b)(3). This exemption applies to activities covered by the “general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA”; and

WHEREAS, at a Public Hearing on August 28, 2018, the Planning Commission recommended adoption of the minor amendments to the Suisun City General Plan; and

WHEREAS, at a Public Hearing on September 18, 2018, the City Council considered minor amendments to the Suisun City General Plan; and

WHEREAS, after due consideration of all materials and testimony, and using its independent judgment, the City Council desires to adopt the proposed amendments to the General Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Suisun City, exercising its independent judgment as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. The City Council adopts a finding that the proposed amendments are found to be exempt from CEQA under State CEQA Guidelines Section 15061(b)(3). This exemption applies to activities covered by the "general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA".
3. The City Council of the City of Suisun City, adopts of the attached General Plan Amendments (Exhibit A).
4. This resolution is effective immediately upon adoption.

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 18th day of September 2018, by the following vote:

AYES:	Councilmembers:	<u>Segala, Wilson, Sanchez</u>
NOES:	Councilmembers:	<u>Day, Hudson</u>
ABSENT:	Councilmembers:	<u>None</u>
ABSTAIN:	Councilmembers:	<u>None</u>

WITNESS my hand and the seal of said City this 18th day of September 2018.



Donna Pock, CMC
Deputy City Clerk

EXHIBIT A

COMMUNITY CHARACTER AND DESIGN



- | | |
|-----------------------|--|
| <i>Policy CCD-1.6</i> | <i>Proposed buildings of more than 20,000 square feet in gross floor area shall use balconies, bay windows or other window treatments, pitched roofs, arcades, or other architectural features to provide visual interest.</i> |
| <i>Policy CCD-1.7</i> | <i>Residential developments should incorporate porches, stoops, active rooms, and operable windows oriented to the street.</i> |
| <i>Policy CCD-1.8</i> | <i>Multi-family housing should incorporate building forms and architectural features of adjacent single-family homes, as feasible.</i> |
| <i>Policy CCD-1.9</i> | <i>Retail developments shall provide building façade treatments and activities that generate pedestrian interest and comfort, such as windows, canopies, arcades, plazas, and/or outdoor seating areas.</i> |



Picture windows, awnings, outdoor seating areas and other features create pedestrian interest and comfort.

Exhibit 2-5

Frontage Treatments

- | | |
|-----------------|--|
| Policy CCD-1.10 | The City will encourage the use of public art within new development projects. |
| Policy CCD-1.11 | The City will require that development projects outside the Downtown incorporate improvements that improve connectivity with the Downtown. |
| Policy CCD-1.12 | New developments in the Downtown -Waterfront <u>District</u> Specific Plan Area shall incorporate design elements that are complementary with the historic character of this area. |
| Policy CCD-1.13 | The City will maintain and enhance a strong pedestrian orientation in the Downtown -Waterfront- <u>District</u> Specific Plan Area through the design of buildings, streets, and sidewalks. |

CITY OF SUISUN CITY GENERAL PLAN

~~Policy CCD-1.14 The City will not allow drive-thru features within the Downtown Waterfront Specific Plan Area or Priority Development Area.~~

Policy CCD-1.14⁵ In the ~~Downtown~~ Waterfront ~~District~~ Specific Plan Area and Priority Development Area, the City will encourage buildings that are more vertical than horizontal in relationship to the width of adjacent streets.

Policy CCD-1.15⁶ Walls and landscape buffers are not encouraged between residential and nonresidential uses unless there is no feasible alternative through site planning and design to address noise, vibration, light, glare, air pollution, and or other demonstrated physical compatibility issues between adjacent land uses.

Policy CCD-1.16⁷ Trash bins, HVAC equipment, and other required mechanical equipment should be located in areas that are accessible for their intended use and screened from view along public rights-of-way.

Policy CCD-1.17⁸ Colors and logos associated with a company shall not be a significant architectural element in any new development. Commercial signage should be restrained in size and height and shall not involve any more than one square foot of building signage for each linear foot of building frontage facing a public street.

Program 1-1 Revise Zoning Ordinance.

The City will revise the Zoning Ordinance, consistent with the policy direction included in the 2035 General Plan, to provide updated design guidance for new developments.

Program 1-2 Revise ~~Downtown~~ Waterfront ~~District~~ Specific Plan Design Guidelines.

The City will seek funding to amend the Downtown Waterfront Specific Plan, including an update to the design guidelines.

Program 1-3 Development Guidelines for Architecture and Site Planning.

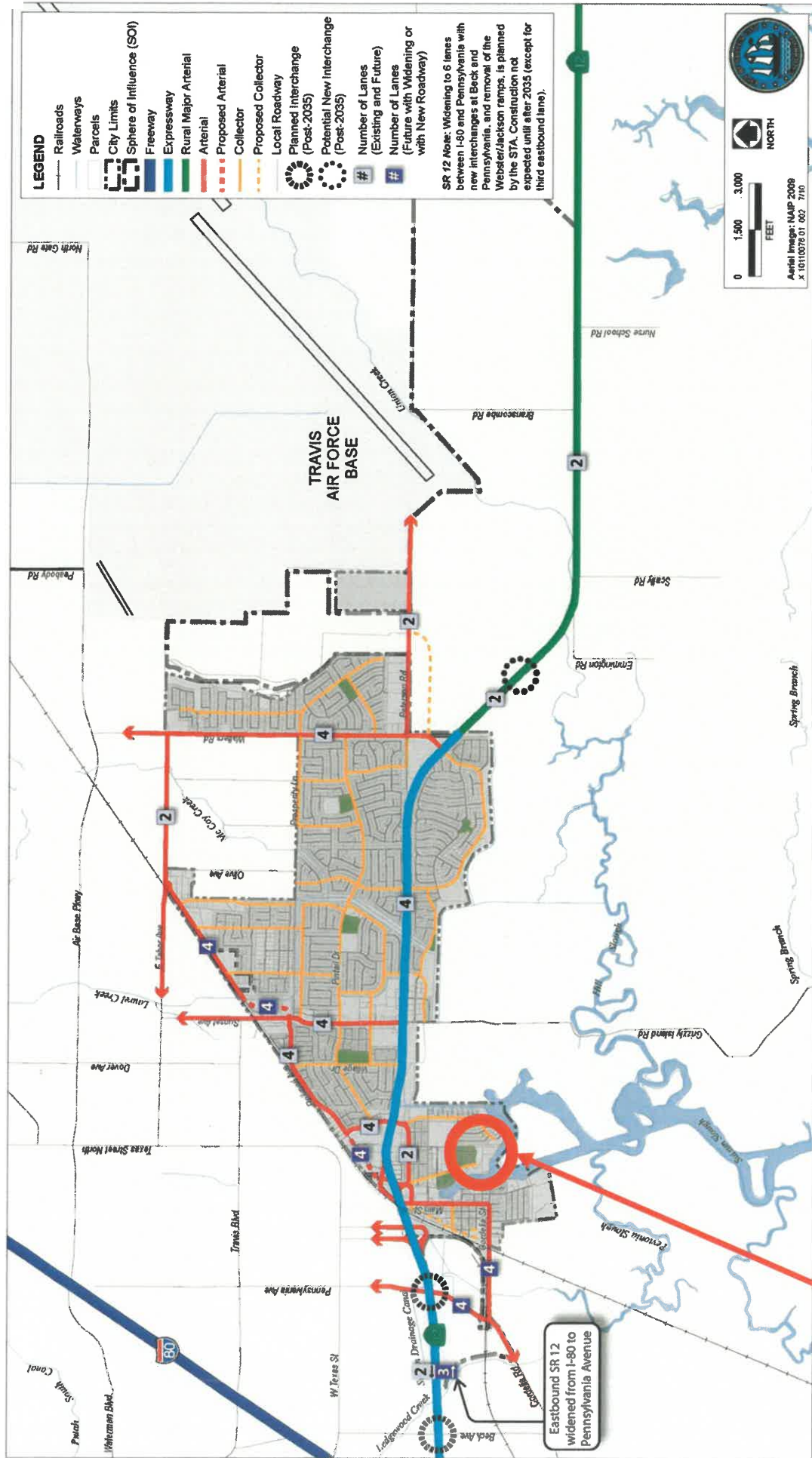
The City will seek funding to update the Development Guidelines for Architecture and Site Planning to be consistent with the policy of the 2035 General Plan. Updated Design Guidelines could be for the entire City, with a chapter to address the Downtown Waterfront Specific Plan Area, or could be separate from the Downtown Guidelines.

Goal CCD-2 Improve Design Quality in Existing Neighborhoods and Business Districts.

Objective CCD-2 Enhance design and character in existing neighborhoods.

Policy CCD-2.1 The City will support projects in existing developed areas to add and enhance pedestrian connections, public art, natural drainages, shade trees and other landscaping, and make other improvements to the public realm, as needed, to improve the quality of design in existing neighborhoods and business districts.

Policy CCD-2.2 The City should upgrade older developed areas with the planting of shade trees and landscaping along roadways and in surface parking areas, installation of decorative



REMOVAL OF STREET EXTENSION

City of Suisun Parking In-lieu Fee

Analysis for the Waterfront District Specific Plan

City of Suisun City

October 2023

Prepared for:

City of Suisun City
Development Services Department

Prepared by:

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1. Executive Summary

AECOM carried out a parking in-lieu fee study to estimate the potential costs of providing off-street parking for residents and businesses in the City of Suisun City Waterfront District Specific Plan (Specific Plan) area through an in-lieu fee instead of providing parking on-site.

Parking in-lieu fees offer an alternative to meeting parking requirements where providing required on-site parking would be expensive, would be challenging based on site or design constraints, or where excessive surface parking would impede economic development or walkability objectives. This study adapts the parking requirements in the Specific Plan and the City's parking ordinances to address the demand estimate by land use, adjusted by time and season, to meet the need through a shared parking strategy.

Public parking facilities or structures can allow for shared use among various land uses, where fewer spaces are needed to meet parking demand. Shared parking strategies have been used by many cities in California to advance their environmental and economic goals, and a range of fees have been established to reflect these jurisdictions' policy goals and financial resources. Once a new development has been built or planned, collected parking in-lieu fees can help fund the public parking structure needed to meet collective demand or contribute towards funding for multimodal alternatives to driving and parking, such as pedestrian, bicycle, and transit-related improvements.

Both a survey of recently built parking facilities in nearby jurisdictions and a pro forma construction cost estimate indicate that the price of building a single new parking space in a centralized parking structure is **approximately \$34,000**, including all hard and soft costs of development. The City could set fees at a level that is equivalent to construction costs, at a level sufficient to also cover land acquisition and maintenance, or at a level that is lower than construction costs in order to encourage participation.

2. Introduction

The City of Suisun City (City) is planning for increased infill development through the implementation of the Waterfront District Specific Plan (Specific Plan). The Specific Plan describes the City's long-term vision to increase housing, retail, and employment opportunities, and maximize access to regional commuter rail access. At buildout, the planned housing, retail, and office growth in the Specific Plan Area will increase demand for parking options beyond the existing capacity. The Specific Plan proposes policies and strategies to encourage a walkable, compact development pattern.

To complement the Specific Plan's focus on economic development and fiscal sustainability through compact, mixed-use infill development, the City is exploring a shared parking strategy and multimodal alternative funding strategy. Specifically, a shared public parking strategy that could be financed through the collection of in-lieu parking fees that allow developers to pay into a fund rather than provide required parking on-site. This would allow visitors to leave their vehicle at a centralized shared parking facility while visiting multiple destinations either by alternative methods such as by foot or bicycle. The multimodal alternative funding strategy could include targeting funds for specific pedestrian, bicycle, and transit improvements to encourage alternatives to vehicle use. This could include contributing towards revitalizing the Suisun City train depot, repairing or improving sidewalks, integrating safe and accessible pedestrian connections, incorporating landscaping on existing pathways, adding bicycle or scooter parking, expanding existing bicycle routes, etc. Both strategies are consistent with the long-term vision and goals of the Specific Plan Area.

Several cities have adopted ordinances that allow parking in-lieu fees to be utilized for alternatives to building parking. The City of Healdsburg established a deposit account to be used for alternative

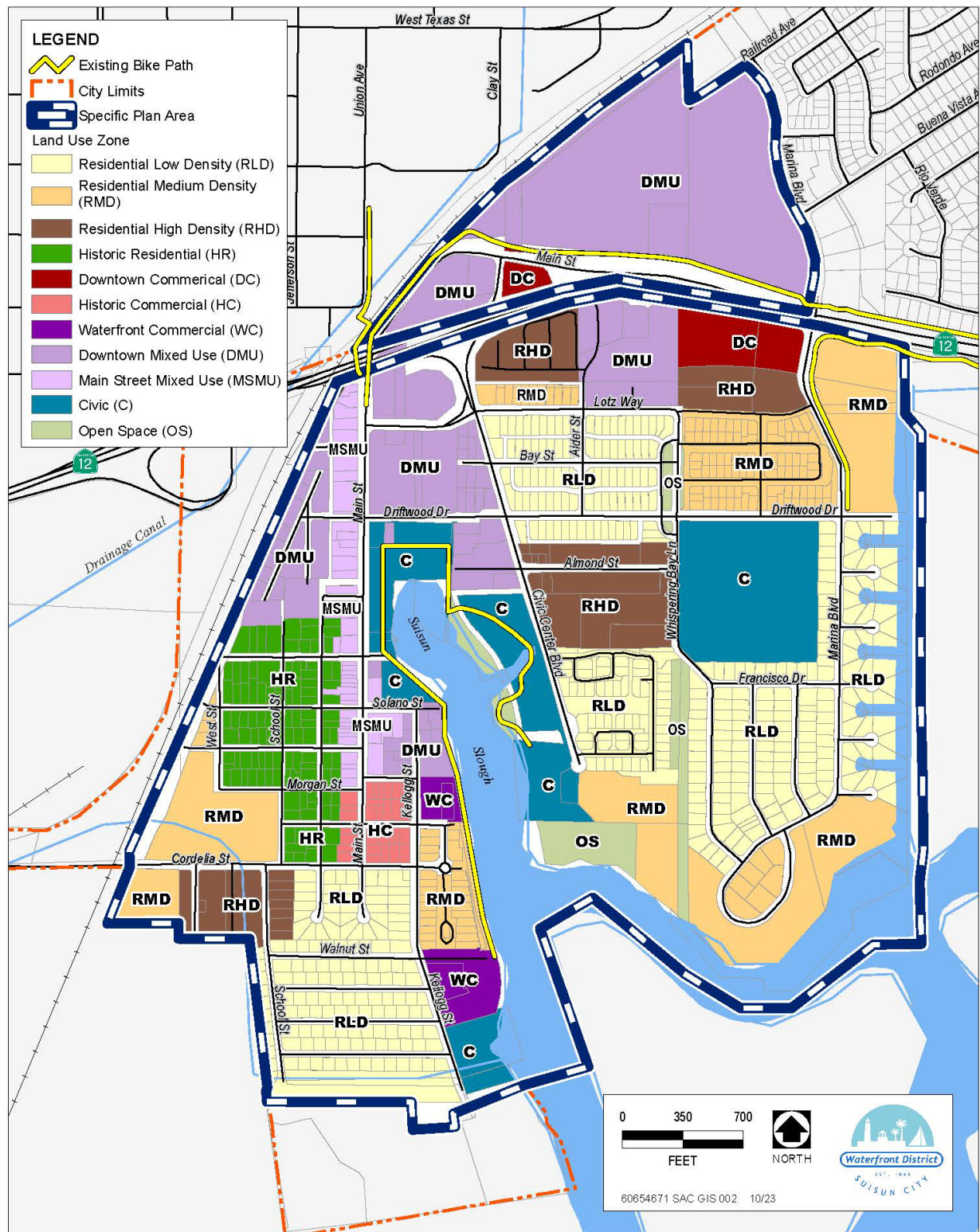
transportation projects, including bicycle and pedestrian improvements, that may reduce demand for parking downtown by providing alternatives to driving downtown. The City of Santa Monica collects funds in a dedicated Downtown Parking Fund which can be used to finance trip reduction strategies, including, but not limited to, improvement to parking utilization rates by means of improved wayfinding, signage, information systems, management, and circulation and access.

This memo assesses key elements of a parking in-lieu fee program as an option for managing and growing downtown parking supply by providing insights regarding forecasted parking demand and development costs and provide recommendations to support fee estimation. This approach addresses parking in-lieu fees specific to the Waterfront District Specific Plan Area (Specific Plan Area).

The Waterfront District Specific Plan

The Waterfront District Specific Plan (previously called the "Downtown Waterfront Specific Plan"), as adopted by the City in 1983 and comprehensively amended in 1999 and 2016. The 1979 Suisun City General Plan called for special treatment of the historic downtown and waterfront through the preparation and adoption of a Specific Plan for Old Town and waterfront areas. The 2035 General Plan update also provided specific direction for development, transportation, design, recreation, and resource conservation within the Specific Plan Area. In 2020, the City received grant funding through the State's SB 2 Planning Grant program to update the Specific Plan and conduct other technical and community outreach work with the goal of accelerating housing production.

Figure 1: City of Suisun City Waterfront Specific Plan Land Use Map



The Specific Plan describes the City's long-term vision to strategically develop vacant, underutilized, and infill properties in the downtown area; promote a vibrant downtown that provides both daytime and nighttime activities to attract visitors; and ensure safe and efficient walking, biking, driving, and parking in the downtown. The Specific Plan outlines the requirements for new development within the Specific Planning Area to provide parking based on the standards provided in Section 6.4.3 (Parking Standards). For commercial and mixed-use development south of SR 12, the Specific Plan proposes on-site parking through a combination of surface parking lots, parking garages, and garages below podium-level decks. However, to address parking requirements that cannot be met through on-site or shared parking, the Specific Plan allows for payment of a fee in-lieu of actual development of the required parking. This fee, to be determined by the resolution of the City Council, would be equivalent to the estimated cost of land acquisition and development of one off-street surface parking space. The in-lieu fee would be charged for each required parking space that cannot be otherwise provided for the proposed use. The evaluation of a parking in-lieu fee suitable for the Specific Plan considers options for structured parking and surface lots only, as well as necessary access improvements and improvements to encourage alternatives to vehicle use.

City Parking Goals

The City recognizes the significance of addressing parking challenges associated with new development, particularly residential development and affordable housing projects. The City's long-term vision of strategically developing vacant, underutilized, and infill land throughout the City, especially in the downtown area, aligns with the goal of promoting a vibrant downtown that attracts visitors with daytime and nighttime activities. However, this planned growth in housing, retail, and office spaces within the Specific Plan Area will increase the demand for parking options beyond the existing capacity. By leveraging the 2016 Parking Study findings and recommendations and considering the specific parking demands associated with different land uses and time periods, the City can develop a comprehensive parking in-lieu fee structure that offers viable alternatives for new development.

A parking in-lieu fee could serve many potential objectives for the City's Specific Plan, including:

- Funding the construction of parking spaces to meet the demand of new development in the Specific Plan Area.
- Funding alternative modes of transportation.
- Providing flexibility to developers to meet City requirements, building standards, and financial goals.
- Furthering economic development goals by encouraging visitors to park once in a central location and visit several destinations per trip in the Specific Plan Area.

3. Methodology

The methodology for this analysis includes a review of existing relevant parking strategies, an assessment of parking demand and supply in the Specific Plan Area, a cost estimation for new parking facilities, and the calculation of in-lieu fees for the land uses proposed in the Specific Plan Area.

To estimate the potential in-lieu fee for future development in the Specific Plan Area, AECOM developed a pro forma analysis to estimate the hard and soft costs required to build a multi-level parking structure and allocate costs per parking space. The parking in-lieu fee estimate builds off the analysis and recommendations provided in the Parking Study Memorandum drafted in 2016 by AECOM. The authors concluded that the planned housing, retail, and office growth in the Specific Plan Area will increase demand for parking options beyond the existing capacity. The parking study presented the results of a shared parking analysis that considers opportunities to reduce total parking requirements by leveraging the varying time-of-day and seasonal parking demand periods of different land uses. The study projected future demand by assessing the seasonal and temporal needs of the various land uses in the Specific Plan and calculating the total demand for the Specific Plan Area.

The analysis was conducted to determine the proportion of expenses that can be allocated to new development to achieve a fair distribution of parking improvement costs based on the parking demand each land use generates. This analysis considered existing land uses within the Specific Plan Area, resulting in the establishment of an equitable cost allocation model. To evaluate the potential impact of removing certain parking spaces during the buildout of the Specific Plan, an assessment of the current public parking supply was also conducted. This included a summary of on-site and adjacent on-street parking availability in the Specific Plan Area. The total existing parking supply provides a baseline for future planning and identifies any potential gaps that need to be addressed. This information is critical for evaluating the impact of removing certain public parking spaces during the buildout of the Specific Plan. Moreover, the City's assumption regarding the proportion of new development utilizing the parking in-lieu option was examined. This analysis informed the development of an allocation model for the new development parking in-lieu proportional fee by land use.

To ensure the long-term viability of the parking in-lieu fee program, appropriate indices for annual fee rate escalation were identified. Consideration was given to factors such as inflation and market trends to establish an index that reflects the changing economic conditions and supports sustainable funding for future parking improvements.

4. Analysis

The relationship between land use, parking requirements, and parking in-lieu fees is shaped by local regulations and policies. Municipalities establish guidelines that anticipate parking needs by different land uses, establish minimum requirements to meet these needs, and outline when and how in-lieu fees can replace the physical provision of parking on-site. The specific criteria for determining the fees, such as the size and location of the development, expected parking demand, or the availability of alternative parking nearby, can vary across jurisdictions. The collected fees are typically directed towards funding transportation infrastructure improvements including parking structures, public transit enhancements, or other mobility-related initiatives.

Parking in-lieu fees are beneficial in areas with higher development densities, where space is limited, and land-efficient development is crucial. In such areas, strict parking requirements may not align with the goals of promoting compact development or prioritizing pedestrian-friendly environments. The availability of alternative transportation options, such as public transit, cycling infrastructure, or ride-sharing services, can influence the application of parking in-lieu fees, as well. If a development is located in an area well-served by transit or with high walkability, developers may be more inclined to opt for reduced parking and pay the fees instead, recognizing that residents or visitors can rely on alternative modes of transportation. Parking fees can also facilitate parking strategies that include the development of a shared public parking structure in a central location that will allow residents, employees, and visitors to park once and visit several businesses in a commercial district. The shared parking structure can increase the volume of pedestrians and decrease traffic of visitors circulating the district looking for parking.

Parking Demand

The City anticipates new residential, commercial, and mixed-use development under the revised Specific Plan and much of this new development could potentially benefit from shared parking within the Specific Plan Area. Table 1 shows the total new development assumptions under the updated Specific Plan based on a maximum development scenario. This maximum development scenario is intended to illustrate the high end of possible development and associated parking demand that could exist for the Specific Plan Area at buildout.

Table 1: New Land Use Assumptions for Specific Plan Area – Maximum Development Scenario

Land Use	New Dwelling Units (sq ft)	New Population (person)	New Non-Residential (sq ft)	New Employment (person)
Commercial and Higher-Density Residential Mixed Use	1,780	3,251	443,286	615
Commercial Recreation	0	0	12,000	15
Historic Commercial	0	0	20,264	25
Main Street Commercial	127	254	354,632	644
Residential Medium-Density and Commercial Recreation	65	176	56,213	69
Mixed Use	91	183	228,545	415
Residential High Density	166	332	228,545	0
Residential Low Density	211	501	-25,294	-25
Residential Medium Density	107	267	0	0
Waterfront Commercial	100	199	207,446	376
Total	2,647	5,163	1,297,092	2,134

Notes: sq ft = square feet. The land use types presented above in this table describe the mix and amount of anticipated land use change under the revised Specific Plan – the names of the land use types are similar to, but distinct from the Zoning District names in the Specific Plan.

Source: City of Suisun City, AECOM

At build out, under this maximum development scenario, new development within the Specific Plan Area could result in up to 2,647 new dwelling units and up to 1.3 million square feet of additional non-residential space (retail, restaurant, and office) that would accommodate up to 5,200 new residents and up to 2,100 new employees within the Specific Plan Area.

The non-residential land uses were sorted into different non-residential development types (retail, restaurant, and office) for the purpose of analysis of maximum parking demand, including estimates of seasonal and time of day fluctuations to this demand. Table 2 shows the breakdown of non-residential development into retail, restaurant, and office space, estimated at build out under this maximum development scenario. Of the up to 1.3 million square feet of new non-residential space that could be added within the Specific Plan Area, approximately 635,000 is assumed to be retail space, 260,000 is assumed to be restaurant space, and 402,000 is assumed to be office space for the purpose of this analysis of maximum parking demand.

Table 2: Anticipated Non-Residential Development Converted to Non-Residential Land Use Types

New Land Use	Retail Sq Ft	Restaurant Sq Ft	Office Sq Ft
Commercial and Higher-Density Residential Mixed Use	314,733	128,553	0
Commercial Recreation	6,000	6,000	0
Historic Commercial	6,890	6,687	6,687
Main Street Commercial	124,121	53,195	177,316
Residential Medium-Density and Commercial Recreation	56,213	0	0
Mixed-Use	79,991	34,282	114,273
Residential High Density	0	0	0
Residential Low Density	-25,294	0	0
Residential Medium Density	0	0	0
Waterfront Commercial	72,606	31,117	103,723
Total	635,260	259,834	401,999

Note: sq ft = square feet

Source: City of Suisun City, AECOM

The Specific Plan establishes minimum parking requirements for various land uses. Existing structures are only required to maintain the off-street parking spaces that were originally mandated at the time of construction, addition, or substantial modification. Any new floor area added to existing structures or construction of new structures after the plan's effective date must comply with the off-street parking provisions outlined in the Specific Plan. For multi-family residential, developers are required to provide 1 space per unit for studio and one-bedroom units, 1.5 spaces for units of two or more bedrooms, and one additional guest space for every 5 units. Parking within the one-quarter mile radius of the Suisun City train depot will be waived. All commercial land uses are required to provide approximately 1 space for every 300 gross square feet.

The minimum number of off-street parking spaces varies for each land use, as summarized in Table 3, and for uses not listed, the Specific Plan refers to the City Zoning Code.

Table 3: Waterfront District Specific Plan Off-Street Parking Requirements

Land Use	Minimum Number of Parking Spaces Required
RESIDENTIAL LAND USES	
Single-Family Residential	1 covered space and 1 uncovered space
Multi-Family Residential	
Studio	1 space per unit
One-Bedroom	1 space per unit
Two+ Bedrooms	1.5 space per unit
Guest Spaces	1 space per 5 unit, except that on-street parking may be substituted for visitor parking where sufficient on-street parking space is provided on the street adjacent to the development
NON-RESIDENTIAL LAND USES	
Hotel/Motel	1 space per room
Commercial or Public Use	Refer to parking requirement in the City Zoning Code, except that the minimum off-street parking spaces shall not be greater than 1 space per 300 gross square feet. Proposed buildings of less than 5,000 square feet with adjacent on-street parking shall not be required to provide any off-street parking.

Notes:

(1) For developments containing five or more units, up to 35% of the required uncovered spaces may be compact car spaces

(2) On-street parking spaces adjacent to the property street frontage may be used to satisfy required off-street parking requirements

Source: City of Suisun City Waterfront District Specific Plan 2023.

While the Specific Plan details parking requirements for each land use, previous studies have adopted a more nuanced approach to estimate the parking need according to the time of day, day of the week, and season of the year. These temporal and seasonal demand estimates lay the foundation for shared parking strategies that would allow the City to match the demand generated by land uses in the Specific Plan Area without building unnecessary parking that would raise the cost of development and hinder other policy goals (such as the economic development goals of the Specific Plan and the City's General Plan). The AECOM Parking Study, produced in 2016, builds off previous work of Wilbur Smith Associates to produce the base demand estimates in Table 4.

Table 4: Parking Demand Rates for Weekday and Weekend by Land Use

Land Use	Weekday Demand	Weekend Demand	Unit
Retail ¹	2.88	4.03	space/1,000 sq ft
Restaurant ¹	6.38	6.38	space/1,000 sq ft
Office ¹	2.97	0.3	space/1,000 sq ft
Hotel ²	1.25	1.08	space/room
Theater ¹	0.25	0.25	space/seat
Higher-Density Residential ³	1.16	1.16	space/unit

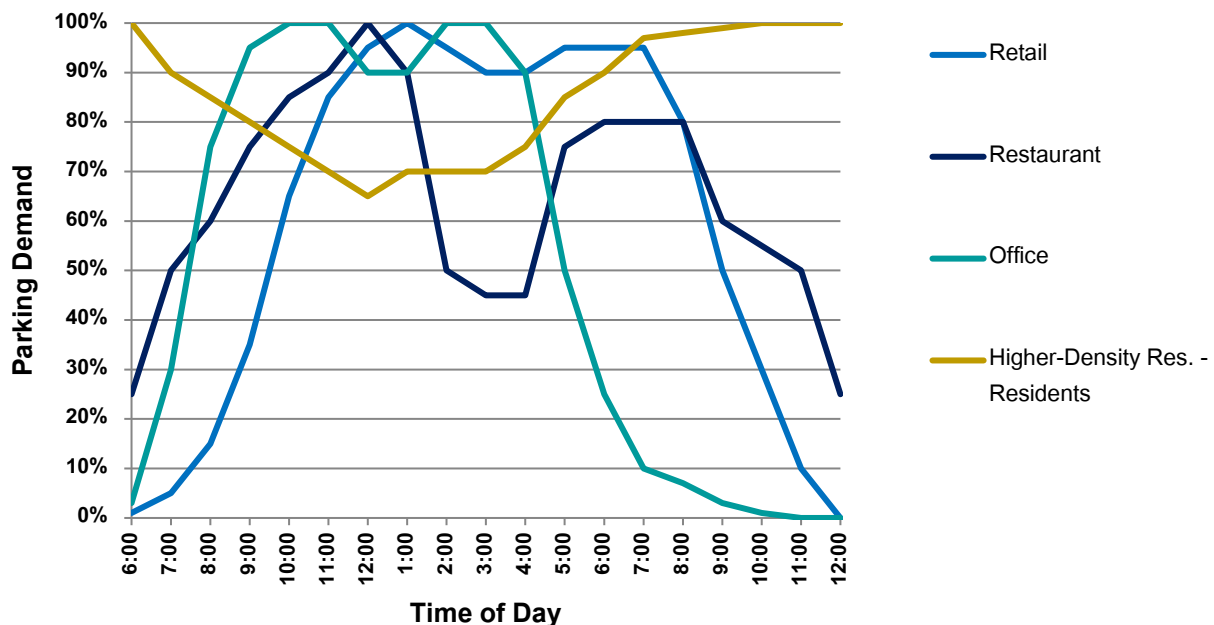
¹ Wilbur Smith Associates, *Suisun City Downtown Parking Study – Final Report*

² Urban Land Institute, *Shared Parking*, Second Edition

³ AECOM 2016 (weighted average of 3 Districts studied in 2016 report)

AECOM refined these base demand estimates by factoring in the busiest months and times of day for each land use under consideration. Land uses also require parking at different times of the day, and it is the differences in these peak demand periods that allow parking supply to be shared among various uses within a parking district. Figure 2 illustrates the parking demand curves for the four land uses analyzed in this study. As shown, residential uses achieve peak demand from nighttime to early morning when residents are at home. Then, parking demand for these uses declines as people drive their cars to work, school, and other daily tasks. The opposite is shown for the non-residential uses where parking demand increases from morning through early evening. Office demand peaks while employees are at work; restaurant demand peaks during lunch and dinner mealtimes; retail demand is high from midday to evening when stores are open.

Figure 2: Parking Demand by Land Use by Time of Day



Based on considerations of demand during various seasons, days of the week, and time of day, AECOM developed a refined parking demand scenario that lowered the parking demand from the base scenario by approximately 20 to 25 percent per land use category. The final estimates of parking demand by land use are shown in Table 5. The impact of the seasonal and temporal demand adjustments lowers the parking requirements to 1 space for every 527 sq ft of retail, 164 sq ft of restaurant, and 409 sq ft of office space.

Table 5: Seasonally and Temporally Adjusted Demand by Land Use

Land Use	Parking Space Demand
Retail	1 Space for every 527 sq ft
Restaurant	1 Space for every 164 sq ft
Office	1 Space for every 409 sq ft
Higher Density Residential	1 Space for every unit

Note: sq ft = square feet

Source: City of Suisun City, AECOM

Based on the parking demand estimated in Table 5, full buildout of the maximum development scenario evaluated in this study, new development would generate peak parking demand for approximately 5,511 new parking spaces within the Specific Plan Area. If growth were consistent from 2023 through 2035, this

results in the average annual demand for 424 net new parking spaces. Table 6 shows the allocation of demand across the four land uses.

Table 6: Net New Parking Demand by Land Use at Specific Plan Buildout

Land Use	Net New Sq Ft (Units)	Sq Ft (Unit) / Space	Average Annual Spaces	Total Spaces
Retail	635,260	527	93	1,206
Restaurant	259,834	164	122	1,583
Office	401,999	409	76	984
Higher Density Residential	2,647	1.5	134	1,738
Total			424	5,511

Note: sq ft = square feet

Source: City of Suisun City, AECOM

Additional Parking Demand Considering Historic Growth Rates

As established in the 2035 General Plan, the 2016 Waterfront District Specific Plan, and the 2023 update to the Waterfront District Specific Plan, the City is seeking to facilitate and encourage mixed-use development, particularly within the Specific Plan Area. While the maximum buildout scenario could produce many fiscal, economic, environmental, and social benefits for the City, this scenario would also represent a departure from historic growth rates.

Assuming the Specific Plan Area captures all of citywide growth in retail and residential use, and that the Specific Plan builds out consistent with historic growth trends between present and 2035, rather than the 5,511 parking spaces under the maximum buildout scenario, there could be instead the need for 134 additional parking spaces for office development, 607 spaces for restaurant/retail development, and 112 additional spaces for residential development, for a total new parking demand of 853 additional parking spaces.

Cost of Parking Structure

To estimate the probable costs associated with the construction of a shared parking structure to be built (in part or in whole) through the collection of in-lieu fees, AECOM took two approaches. The first compiles data from recently constructed public parking structures from neighboring jurisdictions and cities with Bay Area Regional Transit (BART) transportation centers. The construction costs are normalized to 2023 \$USD using the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the San Francisco Metropolitan Statistical Area (MSA). Table 7 shows the size (number of spaces) and cost (2023 \$USD per parking space) for 16 parking structures built in the region. The average size for parking structures in the sample is 805 spaces, ranging from 178 spaces to 1,547. The average cost per space in the sample is \$34,189, ranging from \$26,740 to \$53,778. The cost varies based on location and building type, with structures built below grade or on complicated terrains costing more to construct than those built above grade.

Table 7: Comparable Parking Structures

Parking Structure	Spaces	Cost/ Space (2023 \$USD)
San Leonardo Municipal	380	\$28,565
Federal Facility SF	377	\$30,615
East Bay Community College	900	\$33,587
Jack London AMTRAK	1,086	\$41,221
Fruitvale BRT	506	\$32,585

Richmond BRT	678	\$53,778
Hayward City Hall	178	\$27,017
Hayward Cinema Place	244	\$40,545
Fairfield Transportation Center	400	\$28,340
Livermore Valley P&R	502	\$27,979
Dublin/Pleasanton BART	1,513	\$38,142
West Dublin/Pleasanton	1,180	\$27,948
Pleasant Hill BART	1,547	\$45,508
Fairfield Center Expansion	1,200	\$34,351
Vallejo Station	1,300	\$26,740
Solano County Center	1,050	\$30,098
Average	815	\$34,189

Source: Walker Parking Consultants, Metropolitan Transportation Commission, City of Vallejo, Clark Construction, BLS, AECOM

AECOM also estimated the costs to build a new parking structure in the City through a pro forma analysis that models the inputs typically associated with new construction. These inputs include direct costs (materials and labor), indirect costs (design, planning, legal), and financing costs. Table 8 shows the key inputs and assumptions used in the proforma analysis. Based on a representative sample of parking structures built in neighboring jurisdictions, the prototype parking structure contains 5 stories with 1,200 spaces on 2 acres of land. Cost estimates include space for ingress/egress, circulation, elevators, and stairwells. The complete structure would cost approximately **\$41 million** or **\$34,173 per parking space**. This estimate is remarkably similar to the average costs associated with the sample structures in Table 7.

Table 8: Pro Forma Parking Structure Construction Costs

Project Overview		
Site Area		
In AC	2	
In Sq Ft	87,120	
Building Area		
Spaces	1,200	
Sq Ft/Space	325	
Gross Sq FT	390,000	
Direct Costs		
On-Site Improvements	\$1.0 per site sf	\$87,120
Building Hard Costs	\$69 per gross sf	\$26,795,843
Contractor Fees	18% of all hard costs	\$4,838,933
Hard Cost Contingency	5% of all other direct costs	\$241,947
Total Direct Costs		\$31,963,843
Indirect Costs		
A&E	5% of all direct costs	\$1,438,373
Legal, Insurance, Warranty	3% of all direct costs	\$958,915
G&A	1% of all other indirect costs	\$23,973
Developer Fee	4.5% of all direct costs	\$1,438,373
Soft Cost Contingency	5% of all other indirect costs	\$192,982
Total Indirect Costs	10% of all total costs	\$4,052,616

Financing Costs ¹		
Loan Amount		\$21,609,875
Loan Fees		\$432,198
Construction Period Interest		\$831,149
Total Financing Costs		\$1,263,347
Total Costs		
Total Costs (excl. developer return and land)		\$37,279,805
Developer Return on Cost	10% of all total costs	\$3,727,981
Total Development Costs		\$41,007,786
Value per gross sq ft		\$105
Value per space		\$34,173

¹ Financing Assumptions: 60% LTC, 2% Fee, 5% Interest, 18 months construction)

Source: RS Means, AECOM

The estimated cost for a new parking space in a parking structure from both a representative sample and proforma analysis are both approximately \$34,200. This figure should serve as the baseline costs from which the City derives its in-lieu fee in light of additional considerations and policy objectives.

Additional Considerations

Jurisdictions can adjust this amount up or down according to a tailored parking strategy designed to meet particular goals. Options for a parking in-lieu fee include:

- A. **Charge the equivalent to the costs of construction.** This strategy requires that developments pay pro-rata fees that are directly related to the cost of off-street parking. Developments that could more easily provide surface parking on-site (based on preference, design, or lower floor area ratio [FAR]) would opt out of the fee program.
- B. **Charge to cover construction, land acquisition, and maintenance.** This strategy requires developers to pay above the equivalent costs of construction to also cover a portion or all of the costs of land acquisition and property maintenance. The fee would take into consideration the additional costs of collecting fees, administering funds, overseeing construction, and carrying out routine maintenance of parking structures.
- C. **Charge below the equivalent costs of construction.** This strategy sets the fee below the equivalent costs of construction in order to encourage widespread participation in the program. The lowering of the fee would require the availability of additional sources of funding/revenues, such a public subsidy, land donation, partnership with another agency, or the ability to charge for parking for a portion of the total spaces or during certain times of the day or week. The fee could rise gradually as development reaches buildout or subsidies wane.

The fee should be tied to the appropriate construction cost index (discussed below) to rise or fall over time with the costs of construction.

Beyond the costs of the initial construction, a number of additional considerations could impact the assessment of a parking in-lieu fee, including the cost of maintenance, land for development, and cost escalations over time.

Over time, the City will need to cover the costs of maintenance of the shared parking structure. These costs vary contingent on the development type, building materials, location, and use. Routine maintenance costs and eventual replacement of building materials will be required. Some jurisdictions require an annual maintenance credit be paid to cover these costs, while others cover repairs through

public funds or district taxes. The City could also consider charging a fee for drivers wishing to use the shared parking structure to help offset construction, maintenance, and operational costs.

The most effective shared parking strategies would develop parking structures in a central location that best serves the businesses and residences that opted to pay the fee rather than develop on-site parking. The 2016 AECOM Parking Study identifies several potential vacant and underutilized lots in the Specific Plan Area that could serve as the location for future shared parking developments. The City must acquire the land necessary to build the shared parking structures. If no public land is readily available and the City does not plan on funding land acquisition costs through other means, the in-lieu fee could include the costs of buying land. AECOM survey recent land sales transactions (2021-2023) both within the City and within a 5-mile radius of the center of the Specific Plan Area. The average sales price was approximately \$16 per square foot of vacant land. If the cost of land were incorporate into the proforma table in Table 8, this would indicate an additional \$1,161 per parking space.

Construction costs rose notably in the years impacted by pandemic-related economic downturn, rising by approximately 11.5 percent in 2021 and 12.8% in 2022, according to CBRE.¹ While construction costs are expected to normalize in 2023, yearly escalations must still be accounted for in the design of an impactful in-lieu fee.

While the in-lieu fee could be scaled up over time to account for these escalations, the future costs of materials and labor are unknown, and recent historical events show that year over year costs can increase dramatically for a number of unpredictable reasons. There are a number of cost indices to which the City could peg the in-lieu fee to assure future fees can cover future costs of development. The fee should be revisited and updated annually to this end. There are a number of private and public resources to estimate construction cost escalations. Paid services such as RS Means and the Engineering News Record Construction Cost Index are reliable sources of construction cost data.

5. Conclusion

The amount of potential new development envisioned in the Specific Plan suggests the potential need for structured parking options and viable alternatives to vehicle transportation in the long-term. However, developing structured parking is expensive, and can be especially problematic in a small downtown environment like Suisun City where many small users contribute to a cumulatively large parking demand. It may be an option for some large future development projects to provide their own structured parking options within the planning area. For example, a new hotel, multi-story office, or residential project may be able to finance structured parking with designated spaces for project tenants and possible excess supply for public parking users. However, for the majority of future projects in the study area, independent construction of structured parking will not be an option. The City could establish some type of benefit district and collect fees with new development to fund the future construction of centralized structured parking. The City could also allow collected in-lieu fees to fund alternatives to the construction of parking, such as pedestrian, bicycle, and transit improvements to encourage non-vehicle use in the Specific Plan Area.

The estimated cost for a new parking space in a parking structure from both a representative sample and proforma analysis are both approximately \$34,200. While some parking strategies encourage lowering the in-lieu fee below the projected cost to encourage developers to participate in shared parking programs, others inflate the costs to cover administrative and maintenance costs that will be incurred through the collection of fees, financing of development, and administering the shared parking structure. Parking in the City to date is entirely surface parking, for which costs are well below that of structured parking. Nonetheless, the compact, walkable urban core envisioned in the Specific Plan requires higher density development without sprawling parking lots. The City should evaluate options, including whether to scale the in-lieu fee up or down, consistent with goals of the General Plan and Specific Plan.

¹ <https://www.cbre.com/insights/books/us-real-estate-market-outlook-2023/construction-costs>

Appendix A

A.1 Existing In-lieu Fees in Comparable Jurisdictions

The following table includes a summary of in-lieu fees from selected cities through California.

Jurisdiction	In-lieu Fee
Beverly Hills	\$49,967
Healdsburg	\$47,834
Davis	\$10,630
Emeryville	\$99,655
Hermosa Beach	\$39,198
Huntington Beach	\$36,341
Millbrae	\$18,913
Mountain View	\$34,547
Palo Alto	\$89,158
Pismo Beach	\$47,834
San Luis Obispo	\$22,684
Ventura	\$32,481
Walnut Creek	\$35,261

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City of Suisun City

Housing Yield and Feasibility Analysis and
Recommendations

Prepared for: Suisun City, California

July 2021

City of Suisun City

Housing Yield and Feasibility Analysis and Recommendations

Prepared for:

Suisun City, California

Prepared by:

AECOM

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1. Introduction

1.1 Key Findings

There is opportunity for additional housing development, including multifamily housing development in Downtown Suisun City. This area has many of the amenities sought by multifamily developers and residents, including parks and open space, nearby retail and services, and public transit.

Plan Bay Area 2050 has identified critical manufacturing and light-industrial clusters as official Priority Production Areas that have significant operations or have potential to increase or add to their employment and production output. There are three Priority Production Areas within immediate vicinity of Suisun City that could affect residential demand in Suisun City and create local career pathways for youth and current residents.

Significant increases in rents signal strong market support for additional multi-family development. Over the last 10 years, the average rent per square foot for multifamily units increased in Suisun City by 70 percent, compared to 49 percent for Fairfield and 44 percent for Solano County as a whole. On per-unit basis, multifamily rents increased by 63 percent since 2011. Capitalization rates have been on a downward trend, as well, further signaling market support for multifamily housing in Suisun City.

The size, shape, location, and ownership characteristics of certain properties, and the allowable densities may represent an impediment to housing development in some locations within the Waterfront District Specific Plan Area. While there are many properties, including both vacant and underutilized properties, of sufficient size to accommodate multifamily developments, in other cases, property assembly and coordination among different property owners may be required to support feasible multifamily development. At the end of this report, we present a conceptual plan for multifamily development that could occur in the northwestern portion of the Specific Plan Area, if properties could be assembled.

Finally, regarding density, the existing Specific Plan allows densities of up to 45 dwelling units per gross acre or 54 dwelling units per net acre. This is sufficient for lower-scale multifamily residential development with surface parking, but for higher-density multifamily development with underground parking, 50-60 units per acre is likely the minimum range that could support relatively more expensive types of construction.

1.2 Background

The Waterfront District Specific Plan (WDSP) was adopted by Suisun City in 1983 (it was previously called the “Downtown Waterfront Specific Plan”). The actual Specific Plan document indicates that the “creation of a specific plan for this WDSP Area (Planning Area) was proposed as an implementation action in the 1979 Suisun City General Plan, which called for special treatment of the historic downtown and waterfront through preparation and adoption of a Specific Plan for Old Town and the waterfront.” The General Plan was comprehensively revised in 2015 and establishes an updated set of policies, guidelines, and standards that impact urban development and quality of life. Throughout this memo “Planning Area”, “WDSP Area”, “Downtown Suisun City”, and “Downtown” are used interchangeably.

In 2008, the Metropolitan Transportation Commission (MTC), Association of Bay Area Governments (ABAG, and other regional partners (regional agencies), launched the Priority Development Area (PDA) grant program. PDAs are nominated and adopted by cities or counties to facilitate growth and infill development near fixed transportation facilities. Suisun City harnessed the Suisun Train Depot as a Downtown asset and nominated the WDSP Planning Area as a PDA, officially becoming one in 2008. PDAs are opportunity areas in any of the nine ABAG counties that are designed to provide housing, community amenities, and services for residents in a pedestrian-friendly, transit-rich environment.

In 2014, the City received grant funding from the Solano Transportation Authority to prepare an update to the WDSP – that update was also an implementation program in the City’s 2035 General Plan. The update addressed the Planning Area, which expands on the previous Specific Plan boundaries to include the properties north of Highway 12

– at the northwest corner of Marina Boulevard and Highway 12 and the properties between Main Street and Highway 12, including the “Denver Curve” property in the northwest of the Planning Area. The expanded WDSP boundary allowed the City to better leverage the assets of the Suisun Train Depot to encourage infill development and establish a gateway entrance into the Planning Area on both sides of Highway 12.

In 2020, the City received grant funding through the State’s SB 2 Planning Grant program to update the WDSP and conduct other technical and community outreach work to accelerate the production of housing.

1.3 Purpose

The purpose of this study is to evaluate the state of the housing market in and the residential development potential of the Planning Area. The key findings from this memo will inform decisionmakers about what level and types of development are reasonable to expect in Downtown Suisun City. The 2035 General Plan and WDSP both include a Higher-Density Residential (HDR) land use zone designation along with several mixed-use and complementary land use designations that allow for residential development at higher densities and in proximity to public transit and high-quality pedestrian and bicycle facilities.

Rising housing costs in urban centers and near major employment centers in the Bay Area have made these communities increasingly unaffordable. In previous decades, these market conditions pushed housing demand inland, where the availability of land was able to accommodate new single-family residential development and low-density multifamily development. Over the last two decades, there has been growing support for, and interest in higher-density residential projects across California as a solution to deal with the state’s housing crisis.

The momentum for higher-density residential development has extended to communities such as Suisun City, and the City has identified areas like Downtown Suisun City as appropriate for accommodating residential development at densities that are higher than those of its previous development patterns. At the same time, the Suisun Train Depot is recognized as an asset for both Suisun City and the city of Fairfield. The WDSP specifically aims to capture the potential of that asset by positioning the train station as the centerpiece of a vibrant mixed-use and intermodal neighborhood.

This study evaluates market fundamentals and other conditions that can have an influence on development, providing an understanding of the potential market support for residential development.

1.4 Methodology

AECOM prepared an assessment of existing conditions in the WDSP Area, socioeconomic trends and data, and market conditions underlying the residential market opportunity in Downtown Suisun City. Facilitating higher-density residential development is identified as a part of the WDSP’s Vision, and facilitating residential development in the Downtown area will promote the Specific Plan Vision and Goals for a vibrant Downtown; both daytime and nighttime activities; convenient and attractive shopping, services, and employment; additional dining, entertainment, hospitality, and tourism; a place that attracts businesses, diners, and shoppers; and strengthened economic viability.¹

The assessment draws upon findings and underlying data presented in several prior documents, including the City of Suisun City’s 2035 General Plan and the Waterfront District Specific Plan (WDSP). Additional data was obtained from sources including the U.S. Census Bureau, the U.S. Bureau of Labor Statistics, Longitudinal Employer-Household Dynamics (LEHD), CoStar, Zillow, the California Department of Finance, and the Association of Bay Area Governments (ABAG).

The primary geographic unit of focus for potential infill development and reinvestment is the WDSP Area. Although the Specific Plan Area is distinct from the rest of Suisun City in both its issues and its assets, many data sources do not make available such granular detail of a relatively small geography. When and where data permits, information on Suisun City will be compared to other geographies, namely Solano County as a whole, and at times three jurisdictions that are important to the micro-regional economy of Suisun City. This includes neighboring city of Fairfield, nearby Vacaville, and Vallejo.

¹ Please see the Waterfront District Specific Plan, Pages 1-5 through 1-12, for more details.

LEGEND

- Specific Plan Area
- City Limits

City of Fairfield

Streets shown include: Texas St West, Union Ave, Clay St, Railroad Ave, Main St, Broadway St, Madison St, Jackson St, Webster St, Jefferson St, Ohio St, Delaware St, Buena Vista Ave, Rodondo Ave, Rio Verde, Marina Blvd, Driftwood Dr, Lotz Way, Bay St, Alder St, Main St, Driftwood Dr, Almond St, Civic Center Blvd, Whispering Bay Ln, Francisco Dr, Solano St, Morgan St, Kellogg St, Main St, Cordelia St, Walnut St, School St, Kellogg St, and West St.

Other features include: Drainage Canal, Slough, and the City of Fairfield.

Scale: 0 350 700 FEET

North Arrow: NORTH

Aerial Image: NAIP 2012
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Waterfront District
EST. 1945
SUISUN CITY

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2. Existing Conditions

AECOM analyzed the neighborhood characteristics, access, and residential development capacity under current conditions and land use designations. These attributes frame the development context of Downtown Suisun City in relation to citywide and regional growth and mobility. Opportunity sites are also identified where higher-density residential development is allowed but has not yet occurred.

2.1 Location and Access

Suisun City is in central Solano County, midway between the cities of Sacramento and San Francisco (**Figure 1**). The City is bounded by the city of Fairfield to the north and west, Travis Air Force Base to the east, and Suisun Marsh to the south. The City is adjacent to and bisected by State Highway 12, a vital trucking route and is approximately two miles east of Interstate 80. Suisun Slough, a major tidal waterway, connects Suisun City to Suisun Bay and provides access to water sports, recreation, boating, fishing, and bird watching. The adjoining Suisun Marsh is the largest brackish estuary west of the Mississippi River and borders the south and east sides of the City's Planning Area. The Planning Area straddles both sides of Highway 12 and is located southeast of the Union Pacific Railway tracks and west of the Suisun Channel and Marina Boulevard (**Figure 2**).

The WDSP Area is in the southeastern edge of the City's Planning Area. State Highway 12 cuts through the northern portion of the Planning Area, providing direct access to Downtown Suisun City and connecting it with the western portions of the city of Fairfield and I-80 to the west.

The WDSP boasts two additional regional transportation facilities. The Suisun Train Depot serves as the Suisun-Fairfield stop on the Capitol Corridor regional passenger rail service. The Capitol Corridor has 17 stops on its run from the Sacramento region to San Jose and is the fourth busiest route in the Amtrak system in terms of ridership. The Train Depot's location in Downtown Suisun City is a true asset that represents a key potential driver for development within the WDSP Area due to its connections to several major cities and their services, employment opportunities, talent pools, and institutions across northern California. The other regional connector is the Suisun Slough, which offers access to estuaries, wildlife areas, and rivers on the way to the San Pablo and San Francisco Bays.

These regional connections provide high-quality access to employment centers, shopping, and recreational activities. The WDSP Area—located at the conflux of these connections—is well positioned to take advantage of their benefits. This is potentially a major draw for those seeking housing within commuting distance to employment and urban amenities.

Locally, Main Street, Civic Center Drive, and Marina Boulevard serve as the north-south spines that help to organize the WDSP's circulation and connections to other parts of the city. Cordelia Street provides east-west access to the southern portion of the Planning Area and an alternative connection to the city of Fairfield's western neighborhoods.

2.1.1 Site Characteristics

According to the Waterfront District Specific Plan Vision, "The WDSP Area draws on the area's unique mix of characteristics—a recreational waterfront, a historic main street, well-preserved residential historic architecture, established neighborhoods, direct highway access, regional commuter rail service, a rich natural environment, and a location that is in the path of regional growth."

The Specific Plan Area encompasses eight districts, each with their own character, history, and types and levels of development.

The Downtown Core (District 3) and Historic Suisun (District 4) are comprised of older diverse building stock, an intimately-scaled street grid, and small lot sizes that together preserve their historic charm. These two districts are peppered with small vacant properties, parking lots, and properties with low utilization that represent promising

opportunity sites for infill development. Much larger potential opportunity sites can be found around the Train Depot (District 2) and Western Marina Boulevard and Highway 12 (District 1), where large swaths of unimproved land, parking lots, and larger contiguous properties of underutilized land seem ripe for development.

The WDSP identifies waterfront development opportunities on the Southern Waterfront (District 7) on the site of a parking lot and underutilized boating-related uses as well as a development opportunity area to the east of Suisun Slough in Civic Center/Whispering Bay Waterfront. Cordelia Gateway (District 6) and the Harbor Village/Victorian Harbor Neighborhood (District 5) are mostly composed of single-family residential blocks that were designated in the Specific Plan as areas of stability that are unlikely to see high levels of redevelopment.

2.1.2 Previous Development Capacity Estimates

Based on existing land use designations from the Suisun City 2035 General Plan and the Waterfront District Specific Plan adopted in 1983 and updated in 2016, AECOM previously estimated the additional residential development capacity within the WDSP Planning Area to be approximately 1,215 units, as shown in Table 1. These additional units would be spread across the eight districts according to estimated site capacity, previously identified market trends, and density guidelines per individual zone and district.

Figure 3 illustrates the existing Specific Plan's development capacity estimates, including areas that are likely to have sites that can support higher-density residential development. Potential site issues that may prevent, slow, or otherwise complicate the development of higher-density residential units on these opportunity sites include:

- small or irregularly configured lots that may make it difficult to efficiently build the types of residential units demanded by the market, while achieving desired higher densities;
- sites that may require some sort of remediation;
- site availability, site acquisition, and site assembly that can be expensive, unpredictable, and time-consuming; and
- environmental impacts or permitting requirements for development opportunities on the City's edges and waterfronts.

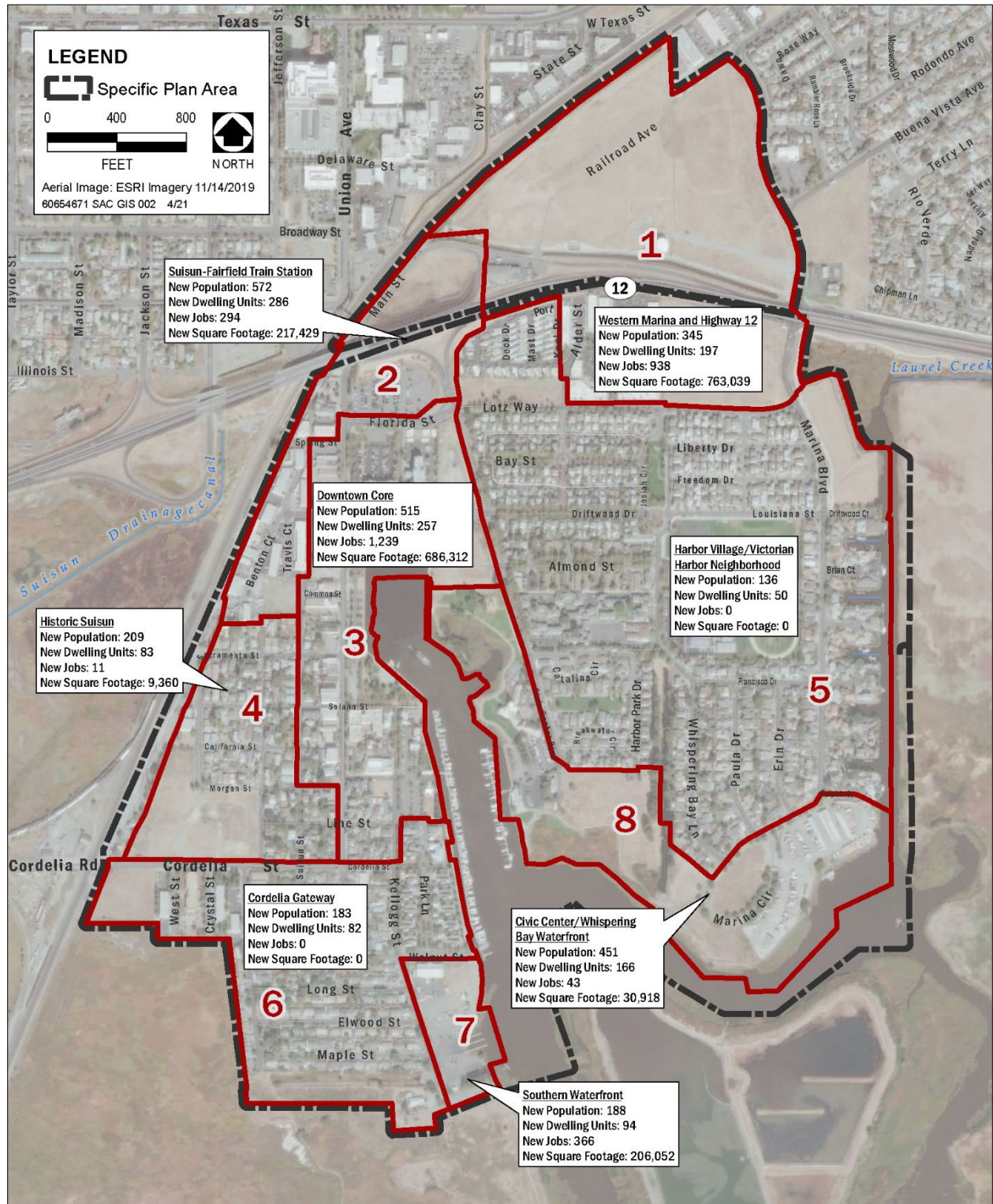
Table 1. Previous Development Capacity Estimates

LAND SUE CHANGE BY DISTRICT

District Number and Name		New Development			
		# Units	Population	Jobs	Sq. Ft.
1	Western Marina and Highway	197	345	938	763,039
2	Suisun-Fairfield Train Station	286	572	294	217,429
3	Downtown Core	257	515	1,239	686,312
4	Historic Suisun	83	209	11	9,360
5	Harbor Village/Victorian Harbor Neighborhood	50	136	0	0
6	Cordelia Gateway	82	183	0	0
7	Southern Waterfront	94	188	366	206,052
8	Civic Center/Whispering Bay Waterfront	166	451	43	30,918
Total Specific Plan Area		1,215	2,599	2,891	1,913,110

Source: City of Suisun City, AECOM

Figure 3. Waterfront District Specific Plan Planning Districts



Source: AECOM

3. Socio-Economic Trends

AECOM analyzed the demographic and socio-economic trends and forecasts. These estimates and projections are key inputs of the current and future demand for residential development and employment.

3.1 Population

3.1.1 Historical Trends

Suisun City is a small contributor to both the populations of Solano County and the Bay Area Region, as shown in Table 2. On a population basis, Suisun's 28,838 residents (as of 2021) made up 6.7 percent of Solano County.

Suisun City shows a positive annual percentage population growth rate of 0.25 percent in for the 10-year period between 2010-2021, which is less than half the growth rate for Solano County as a whole. For the same time period, the cities of Fairfield and Vacaville grew three to four times as much as Suisun City.

The rate of growth for Suisun City has also slowed over the last ten years, with its five-year growth rate dips just below zero and the three-year growth rate measured a loss of 0.22 percent. This deceleration into negative population growth in Suisun City is a trend that also appears in data for Vallejo. All jurisdictions in Table 2 experienced slowing in population growth rates. However, only Suisun City and Vallejo recorded negative 3-year average annual growth rates.

Table 2. Population Trends and Household Growth 2010-2021

HISTORICAL POPULATION GROWTH

					Overall Growth			Annual Percentage Growth Rate		
	2010	2016	2018	2021	10 year 2010- 2021	5 year 2016- 2021	3 year 2018- 2021	10 year 2010- 2021	5 year 2016- 2021	3 year 2018- 2021
Suisun City	28,067	28,860	29,033	28,838	771	-22	-195	0.25%	(0.02%)	(0.22%)
Fairfield	102,832	110,521	113,423	115,748	12,916	5,227	2,325	1.14%	0.95%	0.68%
Vacaville	84,406	88,810	90,869	92,647	8,241	3,837	1,778	0.89%	0.86%	0.65%
Vallejo	114,279	116,536	116,753	116,148	1,869	-388	-605	0.15%	(0.07%)	(0.17%)
Solano County	400,892	419,071	425,499	428,962	28,070	9,891	3,463	0.64%	0.47%	0.27%

Source: California Department of Finance

3.1.2 Growth Forecasts

The Association of Bay Area Governments (ABAG) forecast indicates that the Suisun City will add 2,675 residents over the next 20 years. Table 3 shows that annual growth rate for Suisun City to be 0.63 percent, a slower rate than the 0.96 percent for Solano County as a whole.

The development capacity estimate for the existing WDSP is 1,215 units and 2,599 new residents. While this is not expected to happen, theoretically, all of the forecast population for Suisun City identified by ABAG could be accommodated within the Specific Plan Area based on the previous Specific Plan's development capacity estimate.

Table 3. Population and Housing Unit Forecast 2020-2050

TOTAL POPULATION AND TOTAL HOUSING UNIT PROJECTIONS TO 2040

Jurisdiction	Projection Year					Avg. Annual% Growth Rate		
	2020	2025	2030	2035	2040	2020-30	2030-40	2020-40
Suisun City								
Population	28,130	28,995	29,745	30,845	31,670	0.57%	0.65%	0.63%
Single-Family Units	8,148	8,145	8,145	8,190	8,190	0.00%	0.06%	0.03%
Multifamily Units	972	990	1,000	1,290	1,685	0.26%	6.85%	3.64%
Total Units	9,120	9,135	9,145	9,480	9,875	0.03%	0.80%	0.41%
Fairfield								
Population	106,815	111,485	119,980	122,010	126,900	1.23%	0.58%	0.94%
Single-Family Units	26,900	27,215	28,745	29,510	30,680	0.69%	0.67%	0.70%
Multifamily Units	7,755	7,985	8,170	8,210	8,500	0.54%	0.40%	0.48%
Total Units	34,655	35,200	36,915	37,720	39,180	0.65%	0.61%	0.65%
Vacaville								
Population	92,735	96,050	101,160	101,950	105,065	0.91%	0.39%	0.66%
Single-Family Units	23,840	23,840	23,885	23,920	24,315	0.02%	0.18%	0.10%
Multifamily Units	6,425	6,450	7,095	7,100	7,625	1.04%	0.75%	0.93%
Total Units	30,265	30,290	30,980	31,020	31,940	0.24%	0.31%	0.28%
Vallejo								
Population	122,225	125,140	128,625	132,215	139,160	0.52%	0.82%	0.69%
Single-Family Units	28,870	28,870	29,015	29,930	31,360	0.05%	0.81%	0.43%
Multifamily Units	13,165	13,410	13,635	13,755	14,335	0.36%	0.51%	0.44%
Total Units	42,035	42,280	42,650	43,685	45,695	0.15%	0.71%	0.44%
Solano County Total								
Population	428,305	449,890	470,495	486,840	510,660	0.99%	0.85%	0.96%
Single-Family Units	111,500	114,575	116,335	121,325	126,885	0.43%	0.91%	0.69%
Multifamily Units	33,450	31,160	35,385	35,905	38,190	0.58%	0.79%	0.71%
Total Units	144,950	148,735	151,720	157,230	165,075	0.47%	0.88%	0.69%

Source: ABAG Projections 2040, AECOM

3.2 Employment and Income

3.2.1 Suisun City Jobs in Place

The total number of jobs in place (primary jobs) in Suisun City had been decreasing annually since a few years before the Great Recession. The number of jobs continued on this downward trajectory until it bottomed out around 2013 and has grown slowly since then to 2,903 jobs in 2018, as shown in Table 4.

A small number of industries account for most of the jobs in Suisun City. The top four industries for jobs in Suisun City in 2018 were construction, retail, education, and accommodation/food services, which collectively accounted for over 62 percent of all primary jobs in the city. The employment profile of Suisun City residents is much more diverse than the jobs available in the City, indicating a gap between jobs of residents and jobs available locally. Only 3.5 percent of residents held primary jobs in Suisun City in 2018, with the vast majority of Suisun City residents commuting to other locations in the region for work. The top four industries for primary jobs of Suisun City residents in 2018 were healthcare and social assistance, retail, manufacturing, and accommodation/food service, and collectively accounted for approximately 45 percent of the residents' jobs.

Table 4. Suisun City Employment by NAICS Sector (201)

SUISUN CITY HISTORICAL PRIMARY EMPLOYMENT (2008-2018)

	2008	2010	2012	2014	2016	2018
Total Primary Jobs in Suisun City	2,758	2,464	2,256	2,275	2,547	2,903
Share of Total Primary Jobs by NAICS Industry Sector	2008	2010	2012	2014	2016	2018
Agriculture, Forestry, Fishing and Hunting	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%
Mining, Quarrying, and Oil and Gas Extraction	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Utilities	0.0%	0.9%	0.5%	0.1%	0.0%	0.7%
Construction	13.4%	8.3%	10.9%	10.8%	10.7%	22.2%
Manufacturing	0.9%	1.7%	2.3%	1.3%	1.2%	1.3%
Wholesale Trade	0.2%	2.2%	1.8%	0.7%	0.0%	1.3%
Retail Trade	23.3%	17.1%	18.0%	17.3%	25.4%	16.4%
Transportation and Warehousing	2.4%	3.4%	1.7%	1.2%	1.9%	2.2%
Information	0.1%	0.2%	0.5%	0.7%	0.2%	0.1%
Finance and Insurance	1.0%	4.8%	2.3%	1.8%	1.2%	0.6%
Real Estate and Rental and Leasing	0.6%	0.9%	0.8%	1.0%	0.6%	1.3%
Professional, Scientific, and Technical Services	3.6%	4.1%	4.6%	5.1%	3.7%	3.6%
Management of Companies and Enterprises	0.3%	1.4%	1.1%	0.6%	0.0%	1.5%
Administration & Support, Waste Management and Remediation	3.9%	5.1%	4.9%	5.7%	4.0%	4.3%
Educational Services	11.2%	11.6%	10.7%	10.8%	12.4%	11.6%
Health Care and Social Assistance	12.6%	7.4%	6.6%	12.0%	11.7%	6.7%
Arts, Entertainment, and Recreation	1.3%	0.2%	1.8%	2.1%	1.6%	0.2%
Accommodation and Food Services	14.8%	16.5%	15.7%	17.7%	14.5%	12.0%
Other Services (excluding Public Administration)	3.6%	8.7%	9.5%	2.8%	3.5%	8.4%
Public Administration	6.5%	5.4%	6.2%	8.3%	7.4%	5.8%
Total Primary Jobs	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Source: LEHD

3.2.2 Jobs to Households Ratio

The ratio of jobs to households in an area can indicate the degree to which it functions as a commuter community or as an employment center. Plan Bay Area 2050 has identified jobs-to-households ratios of incorporated cities throughout the nine-county Bay Area region, as illustrated in a map from that planning document provided in Figure 4. Suisun City had a ratio of less than 0.5 jobs for every household, which is the lowest of six tiers of jobs-to-housing

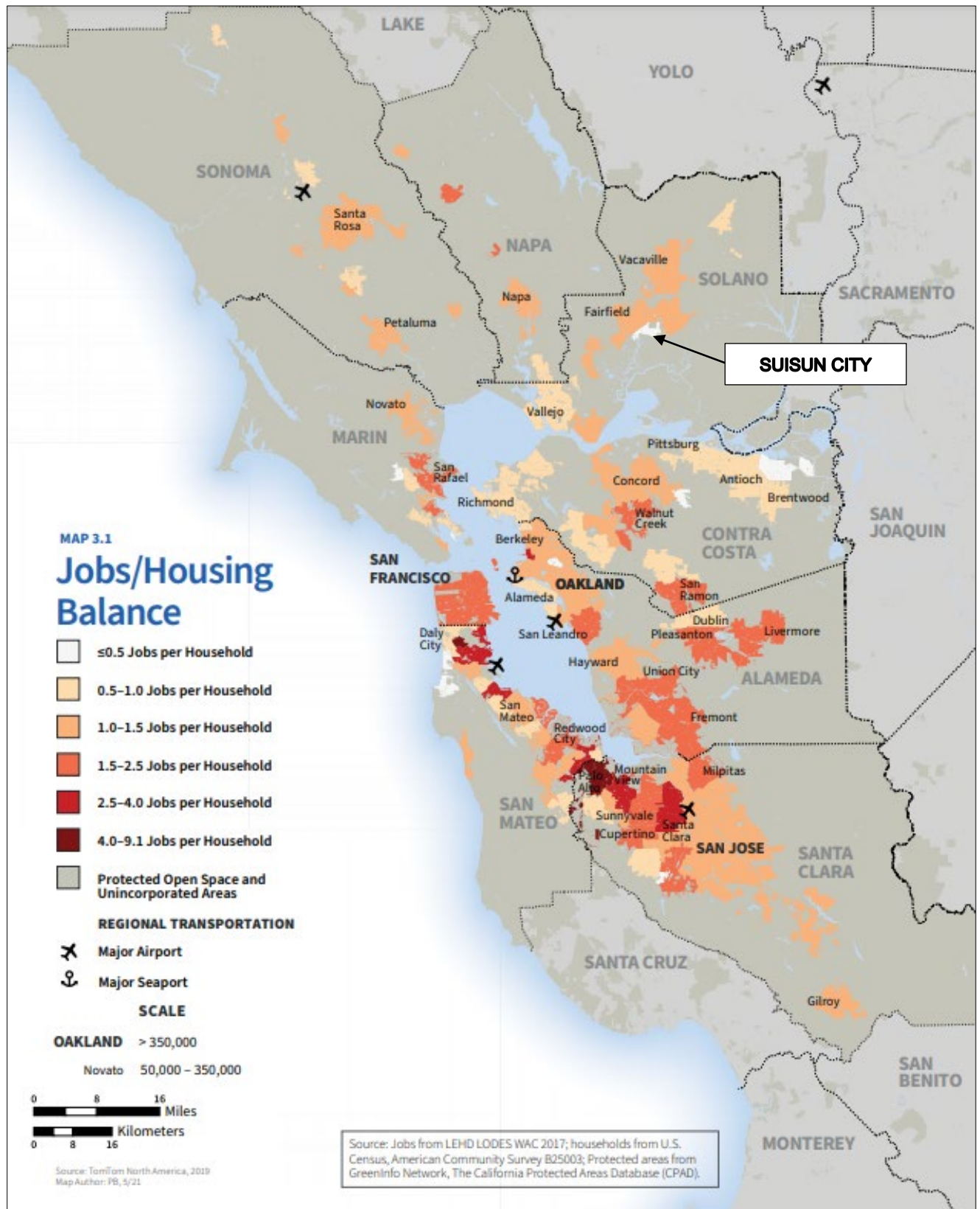
ratios identified. This indicates that Suisun City, relative to the Region, exports workers and functions primarily as a commuter community. Neighboring Fairfield and nearby Vacaville have higher ratios – between 1.0-1.5 jobs per household.

3.2.3 Regional Employment Concentrations

Commuting patterns to and from Suisun City can also be explained by the City's relationship to other regional job concentrations. These regional concentrations are somewhat related to the jobs-to-households ratios. Generally speaking, Marin, San Francisco, San Mateo, and Santa Clara Counties have more jobs than households, so it is not surprising that the major regional employment concentrations are located in these counties. The higher jobs-to-households ratios depicted by the deeper colors in Figure 4 help to illustrate where some of these regional job clusters are located.

The Suisun City workforce mainly migrates out of the City for work, with the mega-regional employment concentrations in San Francisco and Oakland being among the top job destinations. However, job concentrations within Solano County play an important role for Suisun City workers, as well. The cities of Fairfield and Vacaville account for more than 25 percent of the jobs held by Suisun City resident-commuters. The Sacramento area represents another regional employment concentration to which some Suisun residents commute. Commute patterns from Suisun City to these regional employment centers are discussed in further detail in a later section.

Figure 4. Jobs to Households Ratios



Source: Plan Bay Area 2050, May 26, 2021 DRAFT

3.2.3.1 Priority Production Areas

Plan Bay Area 2050 has identified critical manufacturing and light-industrial clusters as official Priority Production Areas (PPA). Similar to Plan Bay Area 2050's Priority Development Areas, PPAs either already have significant operations or have potential to increase or add to their employment and production output. There are Priority Production Areas just west of Downtown within the City's Planning Area, just west of the City's Planning area in Fairfield, and in the eastern portion of the City's Planning Area. Additionally, a cluster of PPAs in Vacaville as well as PPAs in the East Bay will be within easy access of Downtown Suisun.

Proximity to well-paid manufacturing and light industrial jobs can have an impact on residential demand in Suisun City, as well as create local career pathways for youth and current residents.

3.2.3.2 Employment Inflows and Outflows

Employment inflows and outflows further illustrate the dynamic of worker commutes to and from Suisun City. As shown in Table 5, in 2018, just 3.5 percent of Suisun's workforce, totaling 447, stayed in Suisun City to work, while the remaining 96.5 percent, totaling 12,438, commuted out.

People who live outside Suisun City and work in Suisun (in-commuters), totaling 2,044, occupied 83 percent of Suisun's jobs. In 2018, this resulted in a net outflow of 9,982 and a day population at 19,051 that falls by 34 percent from the residential population of 29,033. This decline further illustrates Suisun City's commuter suburb orientation.

Table 5. Historical Suisun City Employment Inflow/Outflow and Day Population

	<u>2010</u>	<u>2014</u>	<u>2018</u>
Residential Population	28,532	28,532	29,033
Suisun City Jobs in Place	2,464	2,275	2,903
Labor Force	10,905	11,181	12,885
Labor Force who work outside Suisun City	10,485	10,834	12,438
<i>Share of Labor Force</i>	<i>96.1%</i>	<i>96.9%</i>	<i>96.5%</i>
Labor Force who work inside Suisun City	420	347	447
<i>Share of Labor Force</i>	<i>3.9%</i>	<i>3.1%</i>	<i>3.5%</i>
Jobs in Place Filled by In-commuters	2,044	1,928	2,456
<i>Share of Jobs in Place</i>	<i>83%</i>	<i>85%</i>	<i>85%</i>
Net Inflow/Outflow	-8,441	-8,906	-9,982
Day Population	20,091	19,626	19,051
<i>Day Population increase/decrease as Share of Res. Pop.</i>	<i>-30%</i>	<i>-31%</i>	<i>-34%</i>

Source: LEHD, California Department of Finance Population Estimates, US Census Bureau, AECOM

3.2.4 Suisun City Commute Patterns

Job locations of the Suisun City workforce are distributed throughout Solano County and beyond, with significant portions of the workforce commuting to major employment centers throughout the Bay Area, as well as the Central Valley. The largest portion works in the neighboring city of Fairfield which accounts for nearly 20 percent of the Suisun City workers, followed by Vacaville, San Francisco, and Vallejo. Only 3.5 percent of the Suisun City workforce have their primary jobs located in Suisun City. The remainder of residents' jobs are generally distributed in small numbers throughout the region, as shown in Table 6.

Many of the other larger communities (i.e., incorporated cities) in Solano County are located along Interstates 80 and 680, which provides residents with better access to major employment, services, and shopping centers to the southwest towards San Francisco and the East Bay, or northeast towards Sacramento. However, Suisun City, is uniquely positioned in its connection to these same regional centers by Amtrak's Capitol Corridor service, which stops

at the Suisun Train Depot in Downtown Suisun City. Additionally, California Route 12 runs through Suisun City, connecting its residents to I-5 far to the east, I-80 to the west, and Napa Valley further west.

Table 6. Where Workers Who Live in Suisun City Work, 2018

Geography	Workers	% of Total
Fairfield	2,504	19.4%
Vacaville	891	6.9%
San Francisco	740	5.7%
Vallejo	544	4.2%
Napa	448	3.5%
Suisun City	447	3.5%
Oakland	431	3.3%
Concord	375	2.9%
Benicia	334	2.6%
Sacramento	316	2.5%
All Other Locations	5,855	45.4%
Total	12,885	100%

Source: LEHD, AECOM

3.2.5 Incomes

The median household income for Suisun City was \$83,320, which was similar to the median income for Fairfield. Solano County as a whole had a lower median income, whereas Vacaville's was slightly higher than Suisun City's, as shown in Table 7.

Table 7. Household Incomes (2019)

Geography	Household Incomes	
	Median	Mean
Suisun City	\$83,320	\$93,529
Fairfield	\$84,557	\$104,505
Vacaville	\$87,823	\$103,428
Vallejo	\$69,405	\$84,480
Solano County	\$81,472	\$98,406

Source: US Census Bureau, ACS

3.3 Socio-Economic Trends Summary

Population growth and housing production lag far behind the growth of regional, County, and other local jurisdictions. Part of that can be explained by the small size of the community and the lack of large vacant properties to accommodate housing production. Suisun is a commuter community, with the vast majority of its employed residents traveling out of the City for work and one of the lowest job-to-housing ratios of incorporated cities in the ABAG region. However, top destinations for workers include Fairfield and Vacaville. Robust jobs and specific industry-sector growth in these locations can have a significant impact on the future opportunities for current Suisun residents, as well as the demographics of new residents associated with proposed development. For example, Vacaville has shown its commitment to advanced manufacturing and biotechnology sectors, expanding its California Biomanufacturing Center zone by approximately 300 acres. Proximity to Travis Air Force Base provides plenty of job and business

opportunities in Fairfield, as well as Suisun City. Fairfield also plans to expand logistics facilities, as well as grow its specialized manufacturing sector, such as its emerging food and beverage manufacturing cluster.

4. Residential Market Opportunity

AECOM analyzed recent trends in the residential market including age, ownership, and tenure. The characteristics of the residential market demonstrate the prevalence of mostly single-family residential development over the past decades and offer insight to the potential demand for higher-density residential development, particularly near the Train Depot. Recently completed multifamily projects in Solano County representing a range of types, styles, and densities of have been identified as potential prototypes that can be used as a reference tool to help the public, decisionmakers, and the planning and development communities gain basic understanding of what future higher-density multifamily residential might look like in Suisun City. This process allows for residential development prototypes that the market is currently and will likely continue to deliver in the near future.

4.1.1 Inventory and Historic Trends

As of 2021, Suisun's housing inventory totaled 9,563 total units, according to the California Department of Finance estimates. Historical housing inventory information for Suisun City, Solano County, and select jurisdictions in Solano County are compiled in the following series of three tables. Table 8 shows figures for all units, Table 9 includes counts for single-family residential units, and Table 10 gathers the same information as the others but for multifamily residential units that are part of properties with five or more units.

In the eleven-year period from 2010 to 2021, Suisun City added 109 total units for an annual growth rate of 0.10 percent, which was much slower than the 0.52 percent annual growth rate recorded for Solano County as a whole. Over that period, neighboring Fairfield and nearby Vacaville grew even faster at 0.81 percent and 0.90 percent per year, respectively.

Table 8. Historical Housing Inventory – Total Housing Units

HISTORICAL RESIDENTIAL INVENTORY - TOTAL UNITS

Geography	2010	2016	2018	2021	# of Units Growth			Annual Percentage Growth Rate		
					10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021	10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021
Suisun City	9,454	9,493	9,549	9,563	109	70	14	0.10%	0.15%	0.05%
Fairfield	37,184	38,682	39,599	40,477	3,293	1,795	878	0.81%	0.93%	0.74%
Vacaville	32,814	34,006	34,884	36,053	3,239	2,047	1,169	0.90%	1.20%	1.12%
Vallejo	44,433	44,656	44,725	44,832	399	176	107	0.08%	0.08%	0.08%
Solano County Total	152,698	156,375	158,786	161,371	8,673	4,996	2,585	0.52%	0.64%	0.54%

Source: California Department of Finance

Table 9. Historical Housing Inventory – Single Family Residential

HISTORICAL RESIDENTIAL INVENTORY - SINGLE FAMILY

	2010	2016	2018	2021	# of Units Growth			Annual Percentage Growth Rate		
					10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021	10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021
Suisun City	8,110	8,149	8,205	8,209	99	60	4	0.11%	0.15%	0.02%
Fairfield	28,084	29,582	30,182	31,060	2,976	1,478	878	0.96%	1.00%	0.97%
Vacaville	24,542	25,417	26,067	26,911	2,369	1,494	844	0.88%	1.18%	1.08%
Vallejo	31,181	31,304	31,367	31,470	289	166	103	0.08%	0.11%	0.11%
Solano County Total	115,651	118,785	120,580	122,770	7,119	3,985	2,190	0.56%	0.67%	0.61%

Source: California Department of Finance

Table 10. Historical Housing Inventory – Multifamily (5-units or more)

HISTORICAL RESIDENTIAL INVENTORY - MULTIFAMILY

	2010	2016	2018	2021	# of Units Growth			Annual Percentage Growth Rate		
					10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021	10 Year 2010- 2021	5 Year 2016- 2021	3 Year 2018- 2021
Suisun City	778	778	778	788	10	10	10	0.12%	0.26%	0.43%
Fairfield	6,086	6,086	6,403	6,403	317	317	0	0.47%	1.04%	0.00%
Vacaville	4,879	5,196	5,424	5,747	868	551	323	1.62%	2.12%	1.99%
Vallejo	7,045	7,141	7,141	7,141	96	0	0	0.12%	0.00%	0.00%
Solano County Total	21,252	21,737	22,336	22,669	1,417	932	333	0.61%	0.86%	0.50%

Source: California Department of Finance

In addition to the recently completed projects, the City has several approved multifamily and compact single-family residential projects that have not yet been constructed, and several other potential applications for multifamily development where the City has held pre-application meetings and expects an application.

Suisun City's mix of housing is predominantly single-family residential units, which made up 83 percent of the City's total housing units. Table 11 shows that Suisun City's housing stock is even more heavily weighted towards single-family residential products than nearby cities, as well as the County as a whole.

While multifamily development in the Downtown area might be expected to primarily attract individuals and smaller households, the City also recognizes in the Housing Element the need to provide for larger households by, for example, encouraging multifamily rental developments to include three- and four-bedroom dwelling units.² However, most large households in the City were homeowners rather than renters, but this may partly be because there were no multifamily units with four or more bedrooms as of the writing of the City's Housing Element.

² Please see the City's Housing Element, including Program 3.A.5 and a discussion of large household needs starting on page 54, for more detail: <https://www.suisun.com/departments/development-services/planning/general-plan/housing-element/>.

Table 11. Historical Composition of Multifamily Housing

HISTORICAL HOUSING INVENTORY COMPOSITION

	2010		2015		2020	
	% SFR ¹	% MFR ²	% SFR ¹	% MFR ²	% SFR ¹	% MFR ²
Suisun City	86%	14%	83%	17%	83%	17%
Fairfield	76%	24%	70%	30%	70%	30%
Vacaville	75%	25%	72%	28%	72%	28%
Vallejo	70%	30%	67%	33%	67%	33%
Solano County	76%	24%	72%	28%	72%	28%

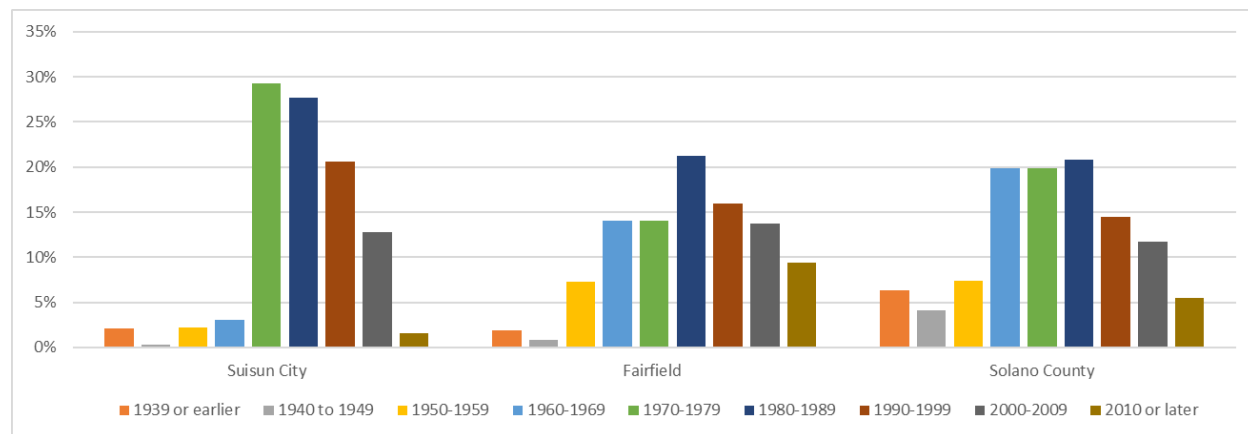
Source: California Department of Finance, AECOM

¹ Single-Family Residential includes both attached and detached garage homes.

² Multifamily residential includes all other housing tot included in single-family.

Suisun City's existing housing stock was primarily built in the 1970s, 1980s and 1990s. More than half of the City's current residential inventory was built in just two decades, 1970s and 1980s. As seen in Figure 5, Suisun City's housing stock is generally older than that of the city of Fairfield and the whole of Solano County. Both Fairfield and Solano County show a more even distribution across the last 70 years. Both have higher proportions of their housing stock that date back to the initial post-WWII residential development boom during the 1950s and 1960s. Interestingly enough, both Solano County and Fairfield also have higher percentages of their housing stock built after 2010 than Suisun City's. This indicates that these two places were more effective at attracting or accommodating new housing development after 2010 and the relative lack of developable land for residential development. As with most communities, the Great Recession had a dramatic downward effect on new housing.

Figure 5. Age of Housing Stock

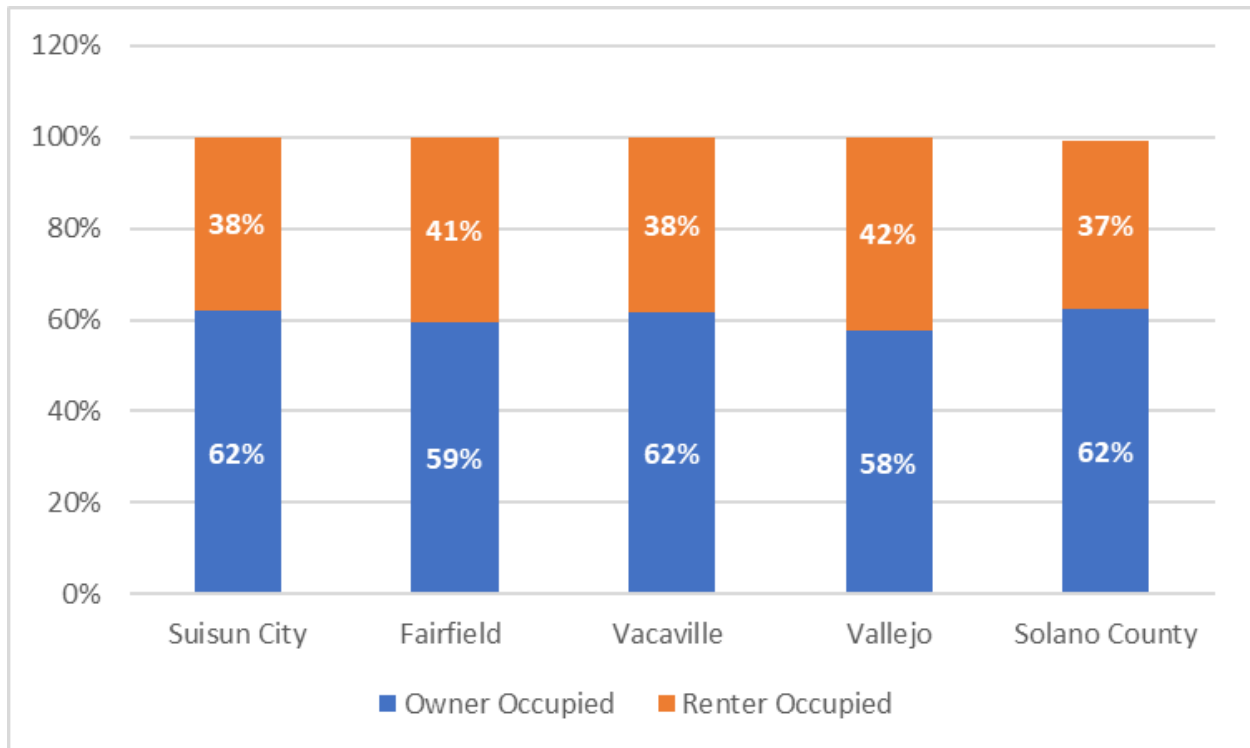


Source: U.S. Census Bureau

4.1.2 Home Ownership

Owner-occupied units make up a larger share of all residential units in Suisun City than the comparison communities in Figure 6. Solano County and the city of Vacaville held the same percentage of owner-occupied units, with 62 percent in Suisun City compared to 51 percent in the region.

Figure 6. Tenure of Occupied Units



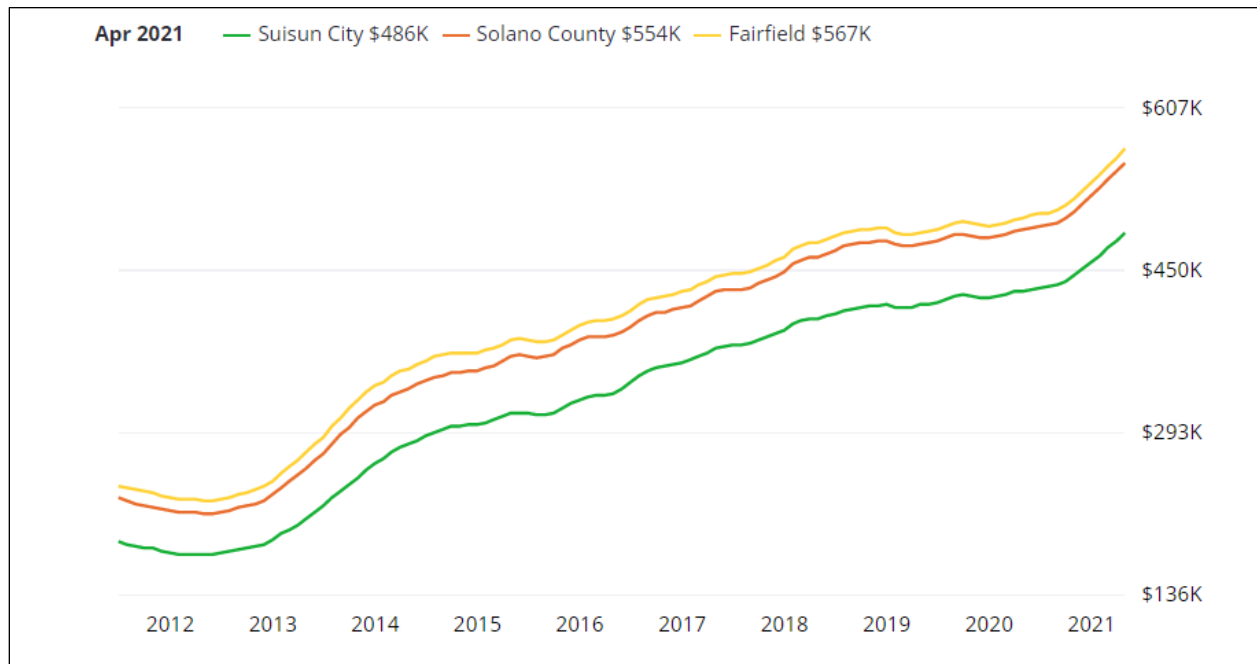
*To be classified as owner-occupied the owner must be living in the unit. Renter-occupied units consist of both single-family and multifamily units.

Source: U.S. Census Bureau

4.1.3 Single-Family Market Indicators

Suisun City's housing stock primarily features single-family, owner-occupied homes. As shown in Figure 7, these home values have shown positive growth since the Great Recession. These rates of growth are similar to those for the neighboring City of Fairfield and Solano County. Based on recent sales transactions recorded by Zillow Research, median home values in Suisun City are \$486,000, which is roughly 12 percent and 14 percent lower than estimated median home prices for Solano County as a whole and the City of Fairfield, respectively.

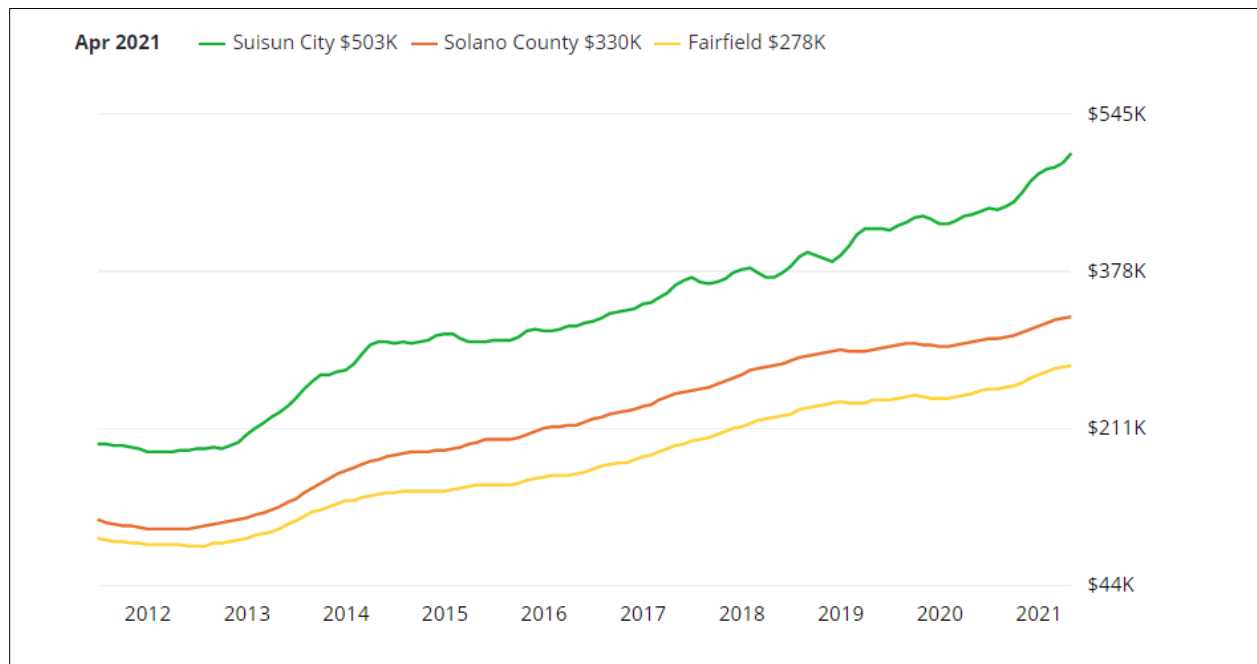
Figure 7. Nominal Median Single-Family Home Value



Source: Zillow Research, AECOM

Zillow Research also collects market data from residential sales transactions for condominium and coop-ownership models. Although Suisun City's median single-family price estimate trailed behind Solano County and Fairfield, the estimated median home value for condos and coops in Suisun City are significantly higher than the median values for Fairfield and Solano County. The values for these homes also appreciated since the Great Recession at similar rates.

Figure 8. Nominal Median Home Value (Condo and Co-Op Only)



Source: Zillow Research, AECOM

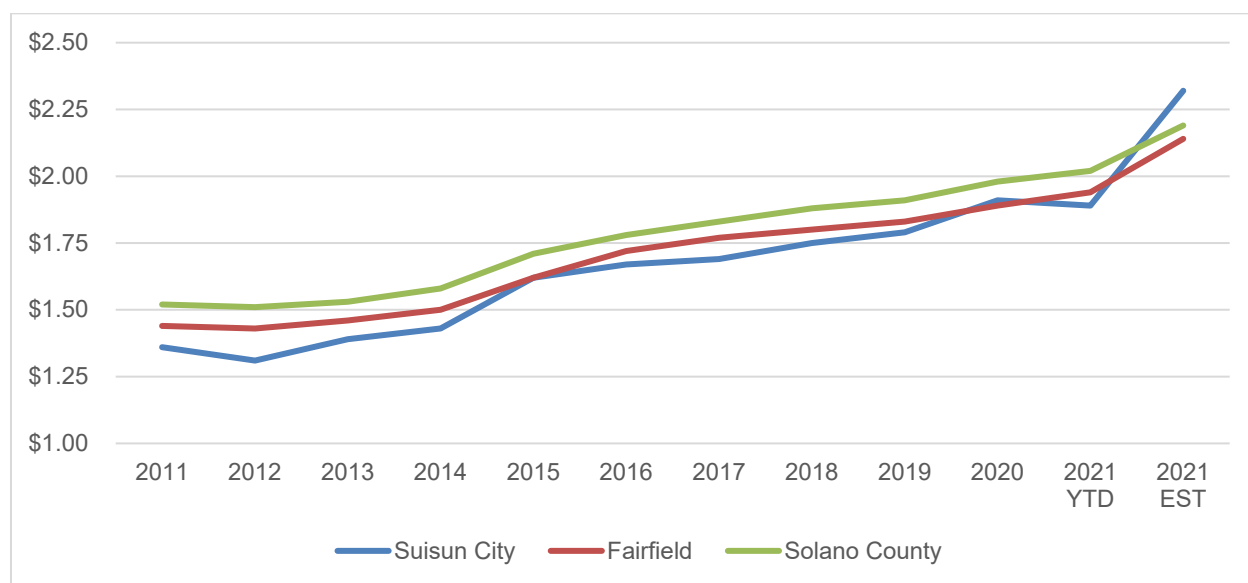
4.1.4 Multifamily Market Indicators

According to the California Department of Finance, in 2021 Suisun City had 1,170 multifamily residential units, which is 3.4 percent of the total multifamily supply of Solano County. Approximately one third of the Suisun multifamily inventory range in size from 2-4 units. The remainder of the multifamily stock are categorized as projects containing having 5 or more units. Inventory has practically remained static since 2010, with only 10 multifamily units added in Suisun City between 2010 and 2021.

According to Costar, multifamily rents on a square foot basis in the region have grown steadily and quickly over the last 10 years, as shown in Figure 9. Based on year to date data for 2021, Suisun City rents average \$1.89 per square foot, a 70-percent increase over average rents compared to 10 years ago. Fairfield and Solano County experienced high rent growth over the same period, but at much lower rates of 48.6 percent and 44.1 percent, respectively. Fairfield average rents are 2.6 percent higher than Suisun City's, whereas the average for all of Solano County is close to 7 percent higher than Suisun City's. Although the greater Bay Area has become notorious for skyrocketing housing costs, the small multifamily inventory and limited lease signings may be skewing the data for Suisun City.

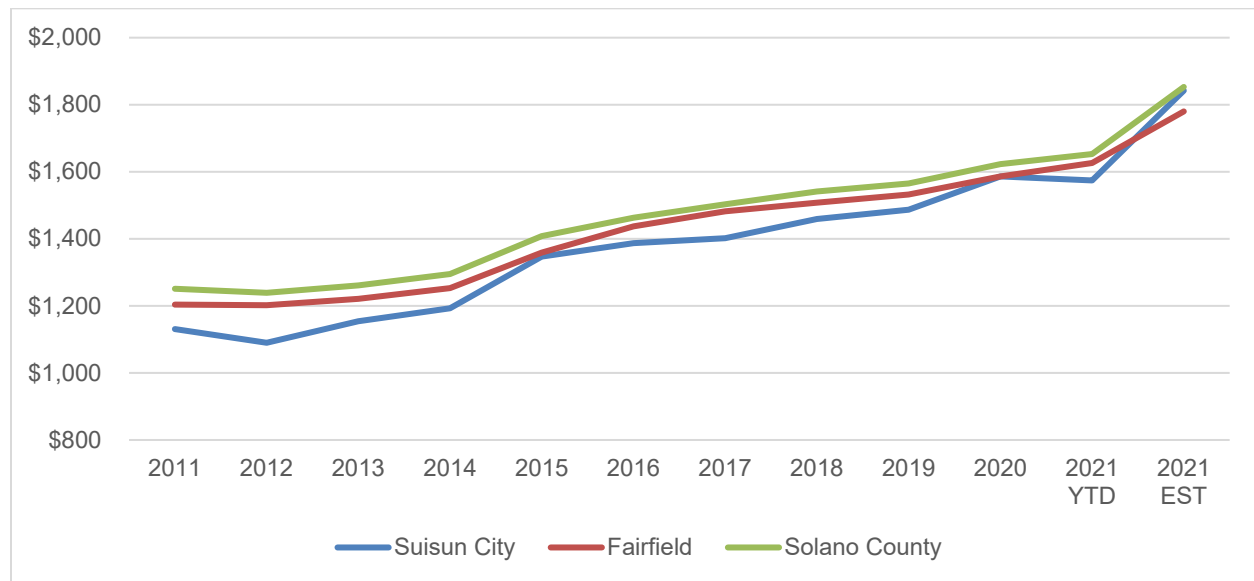
Figure 10 shows that a similar pattern holds for multifamily rents on a per-unit basis, with Suisun City monthly rents averaging \$1,574, an increase of nearly 63 percent since 2011. Rent growth on a per unit basis for multifamily units in Fairfield and Solano County were similar to how rents have grown in these comparison communities on a per-square footage basis during this time period.

Figure 9. Multifamily Residential (MFR) Market-rate Rent Trends (Per Square Foot)



Source: CoStar, AECOM

Figure 10. Multifamily Rent Trends (Per Unit)

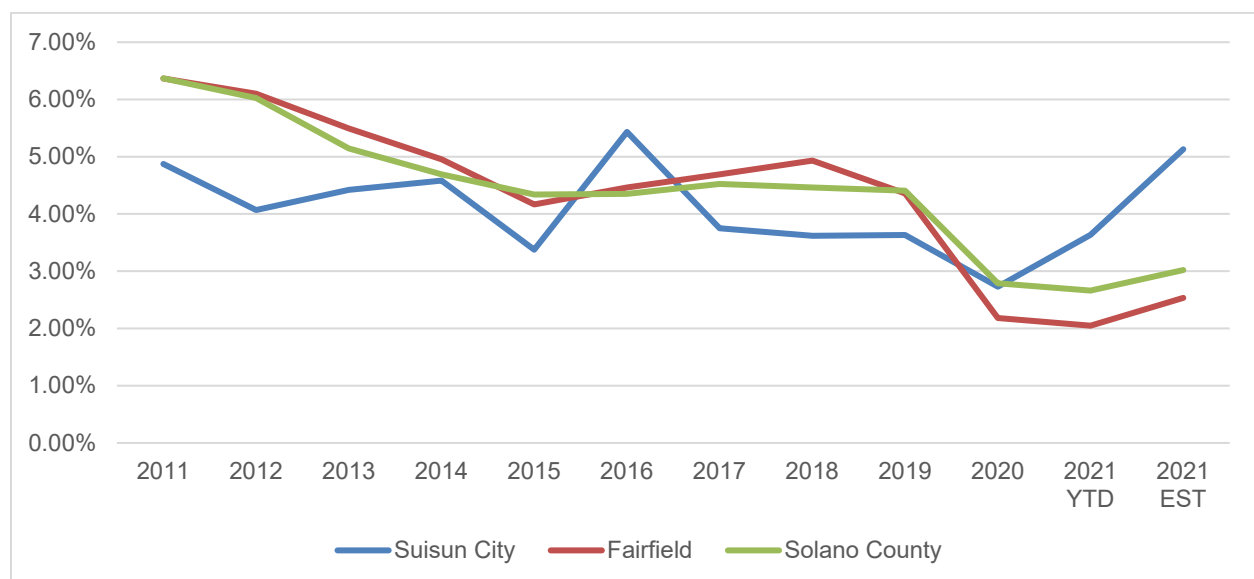


Source: CoStar, AECOM

Multifamily vacancy rates have generally trended downward after the Great Recession, as seen in Figure 11. California's housing shortage has had a major role in pushing vacancy rates even below that which a healthy market could typically bear. As a result of the global pandemic, multifamily rental properties experienced rises in vacancy rates during and after the pandemic and economic closures. While high overall demand for housing, along with projected housing production numbers that unfortunately fall short of total housing needs, will keep vacancy rates at manageable (albeit abnormal for California markets) rates, the longevity of COVID-19's impact on vacancy rates for multifamily products is uncertain.

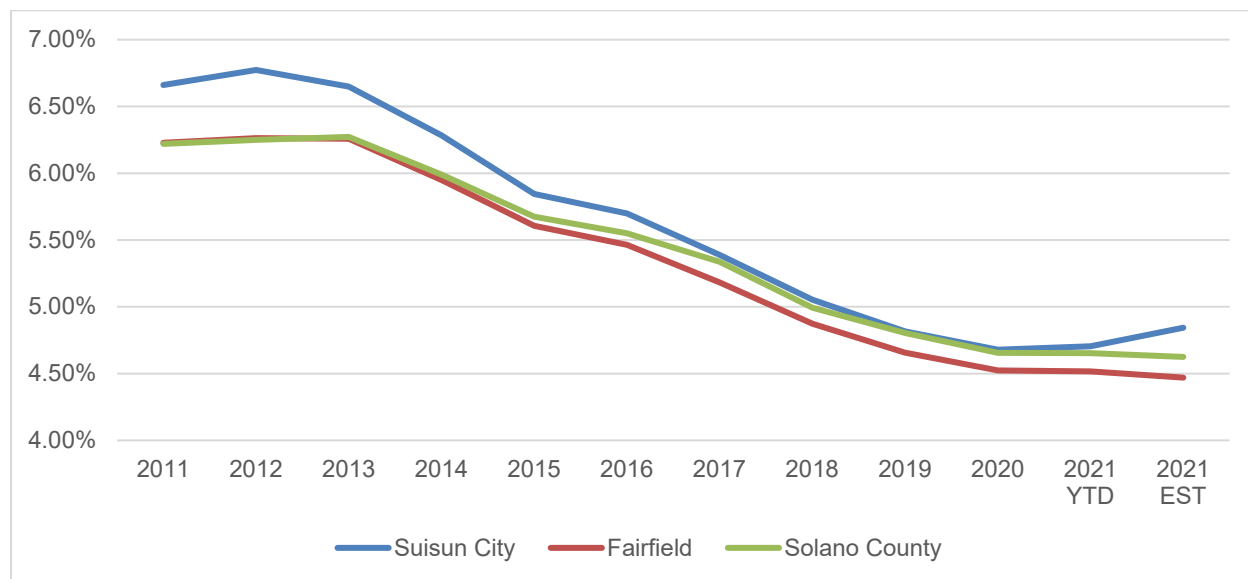
Market capitalization rates (cap rates) are in indication of the relative risk associated with income-generating properties. A higher cap rate indicates a riskier investment and results in a lower valuation for a property, whereas a lower cap rate is recognized as being a more stable investment. The market cap rates for the last 10 years for Suisun City, Fairfield, and Solano County are shown in Figure 12. All three cap rates follow a general downward trend, which is called cap rate compression. Cap rate compression is a signal of an improving market, which appears to be the case for the Solano County region as all three cap rates shown are below 5 percent for year-to-date 2021.

Figure 11. Multifamily Vacancy Trends



Source: CoStar, AECOM

Figure 12. Multifamily Market Capitalization Rate



Source: CoStar

4.1.5 Recent Development Trends and Considerations

Compared to other communities in the region, Suisun City has had relatively little development activity over the last 20 years. However, there are several trends that point to increasing market support for multifamily residential development.

4.1.5.1 Recent Multifamily Development

Recent multifamily development projects across Solano County are further indications of what can be achieved in Suisun City. These are projects built in the last 5 years and have 5 or more units, with densities that span 11 to 50 dwelling units per acre. These projects represent market-proven feasible development types likely to resemble near-term future development. Recently completed and proposed multifamily projects in Solano County are summarized in Table 12.

Table 12. Recent Multifamily Projects in Solano County

RECENT OR PIPELINE MULTIFAMILY RESIDENTIAL DEVELOPMENTS IN SOLANO COUNTY

Project and Address	City	Year Built	Affordability	# Units	Land (ac.)	DU/AC
Verdant at Green Valley, 3900 Business Center Drive	Fairfield	2017	Market-rate	286	12.23	23
Vines On 80, 3950 Business Center Drive	Fairfield	2017	Affordable Units	63	5.67	11
Sunrise Residences, 2750 North Texas Street	Fairfield	2017	-	78	3.76	21
Fair Haven Commons, 1700 Santa Monica Street	Fairfield	2020	Rent-restricted	76	3.51	22
Villas at North Village, 300 Crescent Drive	Vacaville	2016	-	228	9.99	23
Rocky Hill Veterans Housing, 582 Rocky Hill Road	Vacaville	2019	Rent-restricted	39	1.42	27
Strada 1200, 1200 Allison Drive	Vacaville	2020	-	245	12.64	19
Pony Express Senior Apartments, 220 Aegean Way	Vacaville	2022	Rent-restricted	59	1.82	32
1700 Fairgrounds Drive	Vallejo	2022	-	47	0.94	50
1225 McCoy Creek Way	Suisun City	2018	-	10	0.3	33

Source: CoStar

4.1.5.2 Construction Costs and Feasibility

Over the last decade, it has been difficult for market-rate, multifamily projects on the fringes of the Bay Area and in some areas of the Central Valley to reach financial feasibility thresholds without public subsidy. A large part of this reason is because the cost of materials and labor are similar in these areas as they are in more expensive submarkets in the Bay Area and have increased recently. At the same time, projects in places such as Suisun City are not able to achieve the premium rents found in the more expensive submarkets. This has created a development environment where the cost of construction is relatively similar across the vast region, yet large rent disparities across the submarkets makes financial feasibility more difficult in less expensive submarkets. This environment may have made full market-rate, multifamily development difficult at desired higher densities in Downtown Suisun City.

4.1.5.3 Comparing Renting vs. Home Ownership

Another important consideration are the housing options available to certain household incomes. It is helpful to understand the cost of homeownership relative to the pricing of rental units. In general, the rental market is capped at asking rents that are less than the cost of owning a home. The closer asking rents are to mortgage payments, the more attractive owning a home looks to potential buyers. Table 13 shows the average asking rents for recent multifamily projects in Vacaville and Fairfield. The average of all five properties amounts to \$2.51/per square foot, which is \$2,201 per month for an 878-square foot unit. An annual income of approximately \$88,000 is needed to afford this rent.

Table 13. Income Needed to Support Average Rents in Solano County

Project and Address	City	Year Built	Avg. Asking Rent/Sq. Ft	Avg. Unit Size
Verdant at Green Valley, 3900 Business Center Drive	Fairfield	2017	\$2.24	958
Vines On 80, 3950 Business Center Drive	Fairfield	2017	\$2.25	998
Sunrise Residences, 2750 N Texas Street	Fairfield	2017	\$2.82	582
Villas at North Village, 300 Crescent Drive	Vacaville	2016	\$2.18	1034
Strada 1200, 1200 Allison Drive	Vacaville	2020	\$3.04	819
Average			\$2.51	878
Asking Rent/Unit			\$2,201	
Income Needed to Afford Rent¹			\$88,031	

Source: CoStar, AECOM

(1) Assumes 30% of gross annual income allocated for housing.

The median home price in Suisun City is \$486,000. Purchasing a home of this price with a 5-percent down payment and a 3 percent mortgage interest rate results in a monthly mortgage payment of \$1,947. Property taxes and homeowner's insurance bring the total monthly housing cost to \$2,475. An income of \$98,990 is needed to be able to afford a home at this, as demonstrated in Table 14. The estimated monthly cost of owning a home in Suisun is \$358 more per month than the \$2,201 average rent for new development in Solano County. This estimated monthly cost of homeownership is only 16.2 percent more than the average rent price. However, purchasing a home at the median home value of \$486,000 with a traditional 20-percent down payment results in a total housing cost (mortgage, taxes, insurance) of about \$2,250, which is only slightly more than the current \$2,201 average rent for new development.

According to Zillow's Rent vs. Buy Calculator, the cost of buying an average priced home in Suisun City will become cheaper than renting after 2 years and 7 months. This represents the breakeven horizon—the point at which the cost of buying equals the cost of renting. Table 15 shows that Suisun City's breakeven horizon to be slightly lower than its Solano County neighbors, suggesting a lower barrier to entry for homeownership in Suisun City. The difference in breakeven horizons is more stark in more expensive housing markets outside of Solano County, such as Berkeley and Oakland. Rental units will be more attractive housing options in markets with higher breakeven horizons, as a longer-term investment is required to realize the cost-savings and value gains of home ownership.

Multifamily rental developers will be sensitive to pricing units so they are competitive with nearby homebuying options. This may influence the types of multifamily housing developers consider since achievable rents must be able to support total development costs. Achieving higher residential densities (50 units per acre and higher) are likely to require building taller or providing structured or underground parking, solutions which drive total development costs up considerably more than the cost of constructing garden-style or similar moderately higher-density types of multifamily units, and which may not in the short term be supported by achievable market rents.

Table 14. Income Supporting Home Ownership in Suisun City

Median Home Price in Suisun City¹		\$486,000
Down Payment	5%	\$24,300
Mortgage Needed		\$461,700
Interest Rate	3.00%	
Estimated Monthly Mortgage Payment		\$1,947
Property Tax ²	1.10%	\$5,346
Homeowners Insurance ³		\$987
Annual Housing Cost		\$29,697
Monthly Housing Cost		\$2,475
Income Needed to Support Housing Cost		\$98,990

Source: Zillow, AECOM

¹ Zillow Home Value Index

² Based on Sale Price

³ California Department of Insurance, https://interactive.web.insurance.ca.gov/apex_extprd/f?p=111:20.

Table 15. Homeownership Breakeven Horizon

Jurisdiction	Breakeven Horizon	Total Months
Suisun City	2 years, 7 months	31
Fairfield	2 years, 9 months	33
Vacaville	2 years, 10 months	34
Solano County	2 years, 9 months	33
Berkeley	6 years, 4 months	76
Oakland	3 years, 7 months	43
Martinez	2 years, 11 months	35
Pittsburg	3 years, 4 months	40

Source: Zillow Rent vs. Buy Calculator; AECOM.

4.1.5.4 Regional Housing Needs Assessment (RHNA)

In compliance with State Housing Law, Solano County has proposed its allocations for the 6th Cycle of the Regional Housing Needs Assessment (RHNA) which covers the next 8-year planning period from 2023-2031. Table 15 summarizes these allocations by jurisdiction and by income tier. Suisun City's housing need is 629 total units, with 359 units (57 percent) designated for households with very low, low, or moderate incomes. The Specific Plan Area is a suitable place to accommodate these future housing needs, given its availability and diversity of sites and the zoning allowed under WDSP. Development that triggers density bonus incentives might make higher-density residential development more feasible if projects were allowed at densities higher than the current maximums of 45 dwelling units per gross acre and 54 units per net acre.

Table 16. Proposed Solano County RHNA Allocations

SOLANO COUNTY SUBREGION PROPOSED RHNA ALLOCATION BY INCOME TIER										
	Very Low (<50% of AMI)		Low (50-80% of AMI)		Moderate (80-120% of AMI)		Above Moderate (>120% of AMI)		Total Housing Units	
Jurisdiction	Housing Units	%	Housing Units	%	Housing Units	%	Housing Units	%	Total	% of County
Benicia	200	28.1%	121	17.0%	117	16.5%	273	38.4%	711	6.5%
Dixon	116	27.0%	64	14.9%	65	15.2%	184	42.9%	429	3.9%
Fairfield	774	25.9%	453	15.1%	525	17.6%	1,239	41.4%	2,991	27.2%
Rio Vista	90	24.4%	46	12.5%	56	15.2%	177	48.0%	369	3.4%
Suisun City	162	25.8%	97	15.4%	100	15.9%	270	42.9%	629	5.7%
Vacaville	685	26.1%	410	15.6%	413	15.7%	1,118	42.6%	2,626	23.9%
Vallejo	695	23.8%	371	12.7%	501	17.2%	1,354	46.4%	2,921	26.6%
Unincorporated Solano	81	25.8%	49	15.6%	55	17.5%	129	41.1%	314	2.9%
Solano County Requirement	2,803	25.9%	1,612	14.9%	1,832	16.5%	4,745	42.6%	10,992	100.0%

Source: Solano County SubRegion 6th Cycle RHNA Proposed Methodology

4.1.6 Recommended Higher-Density Residential Prototypes

The density of multifamily development affects the feasibility of multifamily development projects. While this is a dynamic environment where the most favored densities and housing types for the development industry can change based on prevailing rents, labor costs, land costs, and changes to the building code, there can be a coalescing around certain housing types and density based on relative returns. For example, projects at a density of 40 dwelling units/acre are difficult to find because achieving such a density would likely not yield enough of a financial return to justify more expensive construction methods for such a project over the less expensive construction that are generally required for projects at 30 dwelling units/acre.

Figure 11 explains recommended density prototypes based on the developments found in the multifamily market research process. These prototypes are not recommendations for actual projects but rather serve as a tool for visualizing, understanding, and discussing density. These prototypes can serve as a basis for more in-depth financial feasibility and physical yield analyses of these multifamily development prototypes, as well as others.

Figure 13. Recent Multifamily Projects in Solano County



Prototype 1.
20-25 DU/AC
A "flexible townhome style" product that can be owner or renter-occupied; provides new home ownership opportunities at higher densities than single-family homes.



Prototype 2.
25-30 DU/AC
A mixed-use project that provides residential units at high densities as well as commercial space and/or community space.



Prototype 3.
30-35 DU/AC
This represents the highest density likely to be pursued before having to use more expensive construction types and design solutions (e.g. underground parking) to achieve on-site density.



Prototype 4.
50-60 DU/AC
This represents the lowest density that is feasible while using more expensive construction types or design solutions, such as building higher or creating underground parking.

4.2 Residential Opportunities Summary

Suisun City's residential housing stock, although older with little new activity, has seen significant rent growth for multifamily products as well as steady increases in single family-home values. The current housing stock is heavily weighted towards single-family development. Access to well-paid jobs in the Bay Area's regional employment centers, as well as local manufacturing and light industrial jobs within and around Solano County present career opportunities for current younger households and residents, but can also allow the City to better position itself as a home offering more affordable access to housing, as well as connections with open space and recreational opportunities.

Based on recently completed and proposed multifamily projects found throughout Solano County, AECOM identified four higher-density residential prototypes to help understand and visualize density and serve as the basis for more in-depth financial feasibility and physical yield analyses of these multifamily development prototypes as well as others.

4.3 Example Multifamily Development Concept with Parcel Assembly

The City identified an area with the potential for land use transition during buildout of the Specific Plan Area west of Main Street and south of the Suisun Train Depot.

This almost eight-acre potential development site is currently in 15 separate parcels, some vacant, and some with low-scale buildings. The Specific Plan Land Use Zone for this area is Downtown Mixed Use, which allows a mix of retail, commercial service, civic, office, and other complementary non-residential uses, as well as higher-density residential development. This Land Use Zone would allow residential development of up to 45 dwelling units per gross acre or 54 dwelling units per net acre and non-residential development with a floor area ratio up to 3.0.

The example concept shown below in Figures 14 through 17 could occur with all or only some portion of the properties – in general, in order to efficiently manage new multifamily construction, a current rule of thumb is a minimum of 120 to 150 units in a single development. These development concepts depict 387 to 417 total dwelling units in four-story buildings with an average dwelling unit size of 1,000 square feet. The gross density of these examples would be between 49 and 53 units per acre, which would exceed that currently allowed by the Specific Plan in this Land Use Zone.

The images incorporated here illustrate different design approaches with four stories and similar densities.



Figure 14. Example Multifamily Development Concept 1



Figure 15. Example Multifamily Development Concept 1 (with Existing Property Lines)

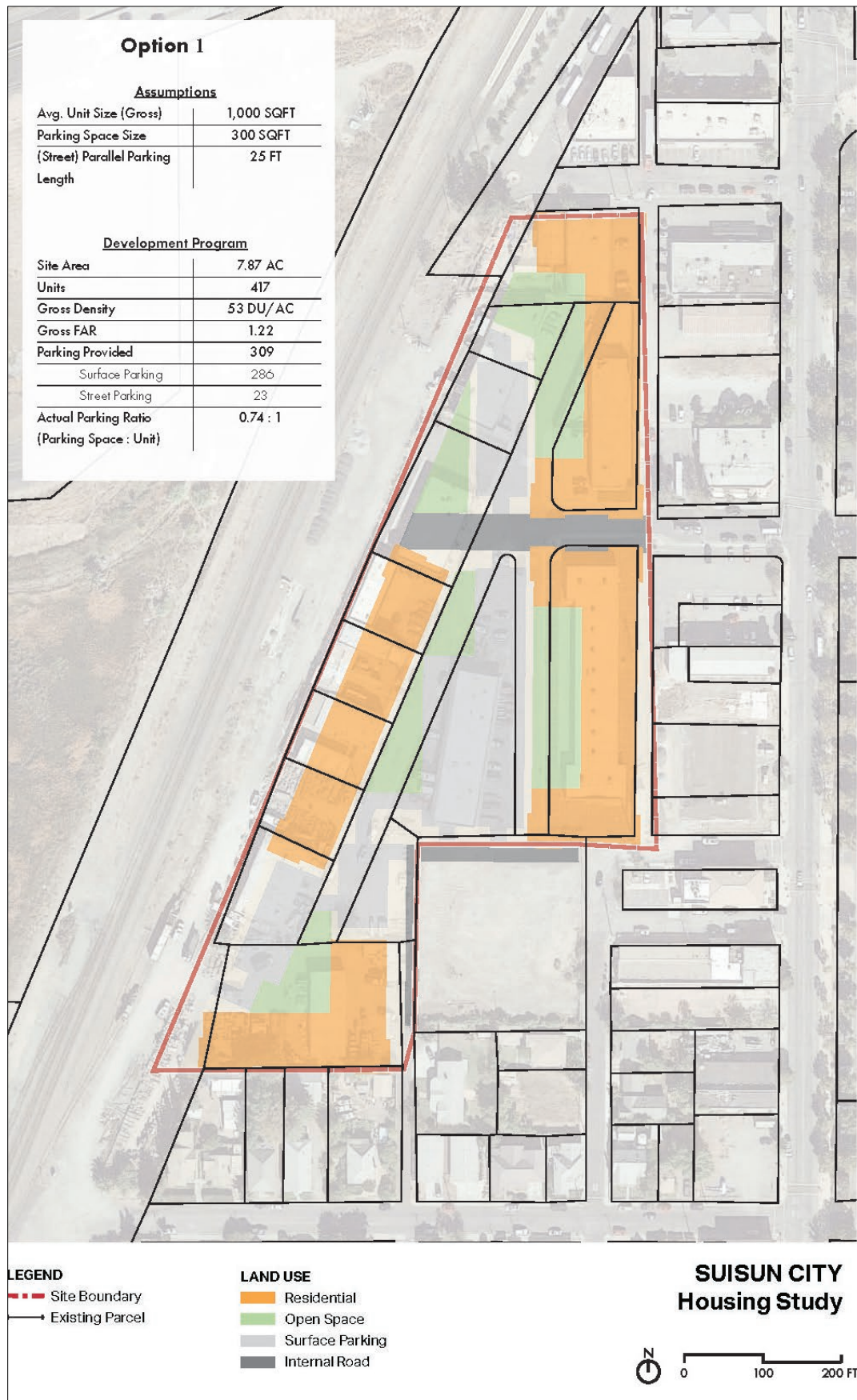


Figure 16. Example Multifamily Development Concept 2

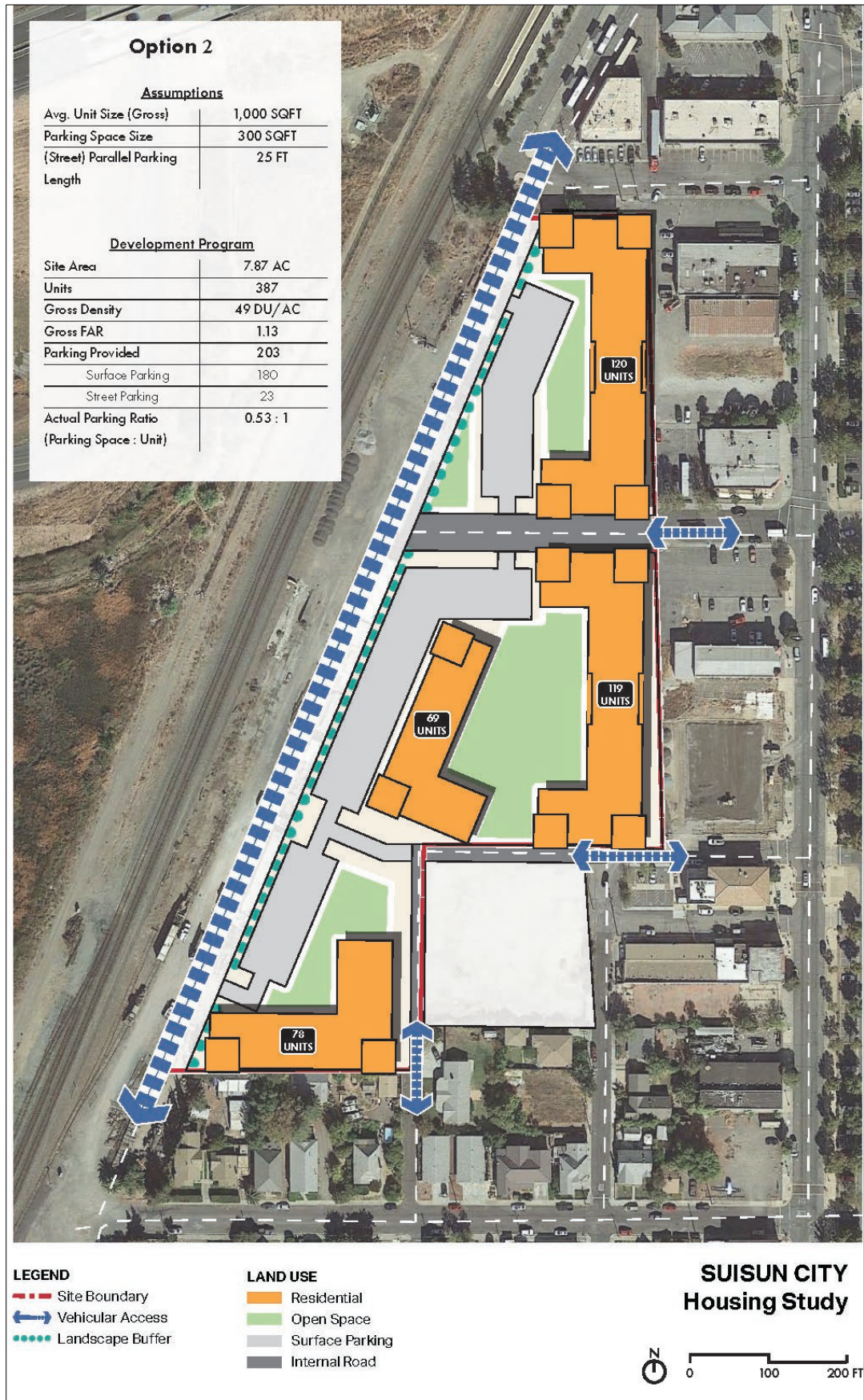
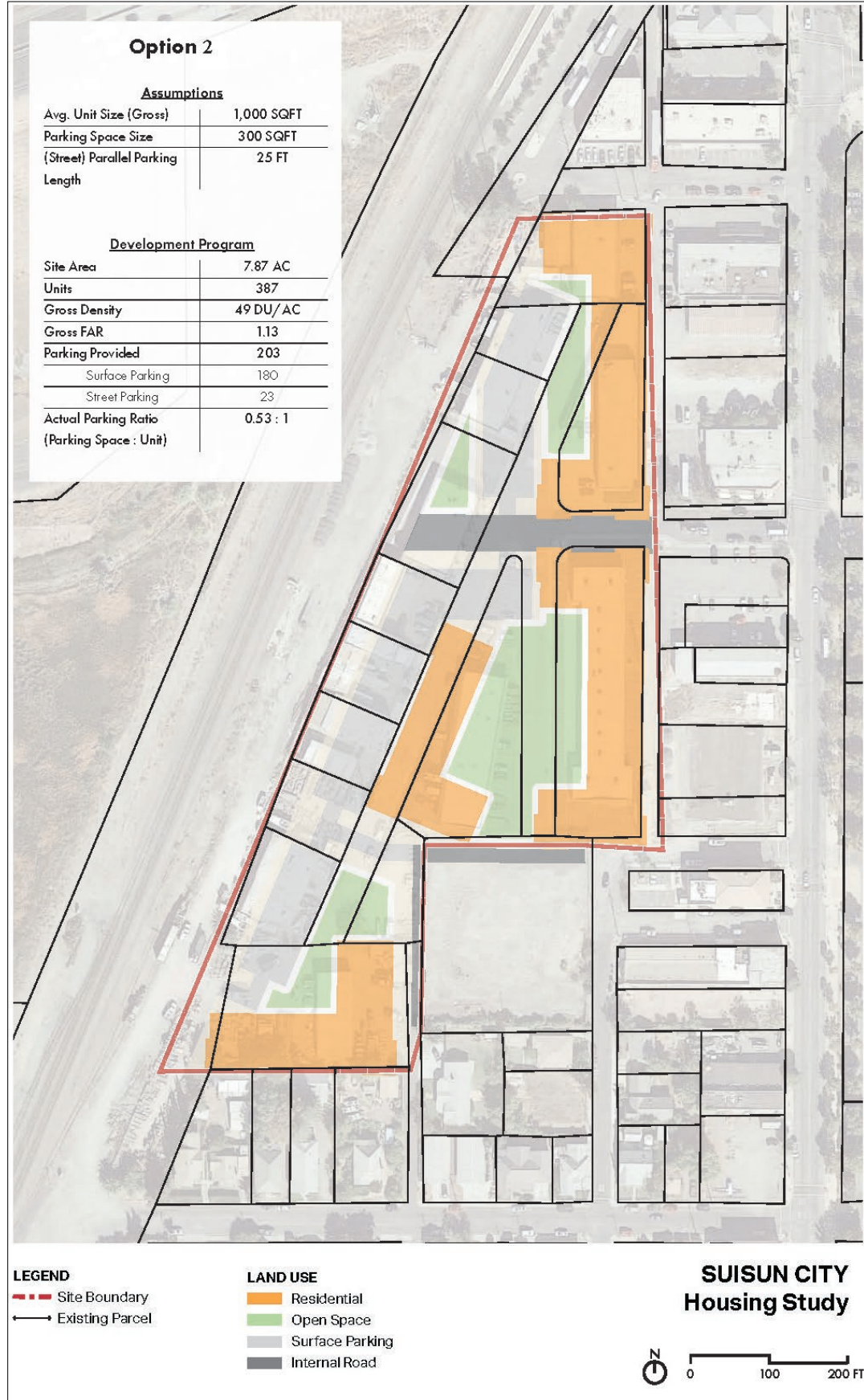


Figure 17. Example Multifamily Development Concept 2 (with Existing Property Lines)



5. Limitations

AECOM devoted effort consistent with (i) the level of diligence ordinarily exercised by competent professionals practicing in the area under the same or similar circumstances, and (ii) the time and budget available for its work to ensure that the data contained in this report is accurate as of the date of its preparation. This study is based on estimates, assumptions, and other information developed by AECOM from its independent research effort, general knowledge of the industry, and information provided by and consultations with the Client and the Client's representatives. No responsibility is assumed for inaccuracies in reporting by the Client, the Client's agents and representatives, or any third-party data source used in preparing or presenting this study. AECOM assumes no duty to update the information contained herein unless it is separately retained to do so pursuant to a written agreement signed by AECOM and the Client.

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Possession of this study does not carry with it the right of publication or the right to use the name of "AECOM" in any manner without the prior written consent of AECOM. No party may abstract, excerpt, or summarize this report without the prior written consent of AECOM. AECOM has served solely in the capacity of consultant and has not rendered any expert opinions in connection with the subject matter hereof. Any changes made to the study, or any use of the study not specifically identified in the agreement between the Client and AECOM or otherwise expressly approved in writing by AECOM, shall be at the sole risk of the party making such changes or adopting such use.

This document was prepared solely for the use by the Client. No party may rely on this report except the Client or a party so authorized by AECOM in writing (including, without limitation, in the form of a reliance letter). Any party who is entitled to rely on this document may do so only on the document in its entirety and not on any excerpt or summary. Entitlement to rely upon this document is conditioned upon the entitled party accepting full responsibility and not holding AECOM liable in any way for any impacts on the forecasts or the earnings from the project resulting from changes in "external" factors such as changes in government policy, pricing of commodities and materials, price levels generally, competitive alternatives to the project, the behavior of consumers or competitors, and changes in the owners' policies affecting the operation of their projects.

This document may include "forward-looking statements." These statements relate to AECOM's expectations, beliefs, intentions, or strategies regarding the future. These statements may be identified by the use of words like "anticipate," "believe," "estimate," "expect," "intend," "may," "plan," "project," "will," "should," "seek," and similar expressions. The forward-looking statements reflect AECOM's views and assumptions with respect to future events as of the date of this study and are subject to future economic conditions and other risks and uncertainties. Actual and future results and trends could differ materially from those set forth in such statements due to various factors, including, without limitation, those discussed in this study. These factors are beyond AECOM's ability to control or predict. Accordingly, AECOM makes no warranty or representation that any of the projected values or results contained in this study will actually be achieved.

This study is qualified in its entirety by, and should be considered in light of, these limitations, conditions, and considerations.

SB2 Planning Grant Programs Implementation



Waterfront District Specific Plan Updates



1

Revisiting the Waterfront District Specific Plan

The city received a grant from California's SB 2 planning grant program, administered by the California Department of Housing and Community Development (HCD)

The City's Specific Plan update revises the policies and development standards of the November 2016 Specific Plan

The grant provides funding to encourage housing development, particularly around the train station and within walking distance of employment, services, and entertainment

2

Planning Commission

Planning Commission: high demand for housing and also jobs, increased housing densities will help, great need for infill housing, including to promote employment development

Need for strong design guidance; prohibit large, blank walls; ground development of 30-acre property in market realities

Highlight parts of the Specific Plan driven by State law (two minor sections on lot splits and objective standards)

3

Proposed Changes

4

Chapter 1 Introduction

Key Changes

- Revisions to explain the nature of this Specific Plan update.
- Addition of new goal to facilitate housing development in Downtown to .

5

Chapter 1 Introduction

Facilitate housing development Downtown.

- **Expand housing opportunities** for existing and future residents
- Infill housing that is close to jobs, services, parks, and other destinations can **allow more residents to meet their daily needs without the need for a car, freeing up disposable income that can be spent at local businesses**
- **Expand the range** of housing options, **making the City more competitive for attracting employers**, many of whom are interested in a diverse and affordable local housing stock
- More housing Downtown means **more customers for businesses**
- Allow more residents to build physical activity into daily routines

6

Chapter 2 Existing Uses + Regulating Plans

Revisions

- Updates to context discussion to reflect current Planning Districts and existing land uses (new hotel for example)

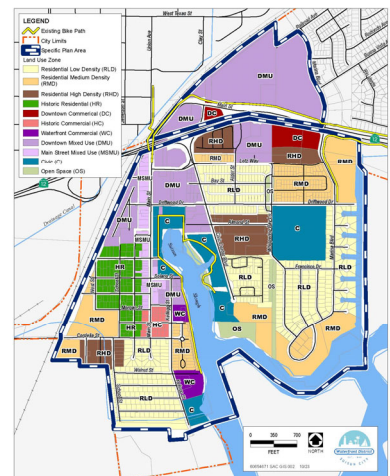
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Chapter 3 Land Use Regulations

Key Changes

- Changed Commercial-Office-Residential (C/O/R) to Downtown Mixed Use (DMU) and converting the area north of SR 12 to DMU
- Removed Public Facilities zone + replaced with a new Civic zone + expanded to include the City Plaza (a permitted use in the new zone).
- Updated references to City Zoning Code
- Revisions to DMU permitted uses to allow single-family and multi-family residential dwellings, including ADUs
- Permit MF dwellings in RMD zone (rather than administrative review)
- Removed Section 3.2 District and Opportunity Area Concepts and Figure 3.2 District and Opportunity Area Land Use Concept
- Removed Section 3.3 Proposed Land Use Changes and Figure 3-3 Illustrative Site Concept Plan.

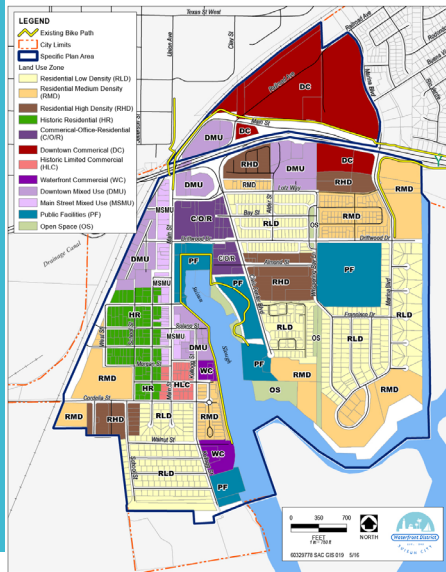
Revised Land Use Zones



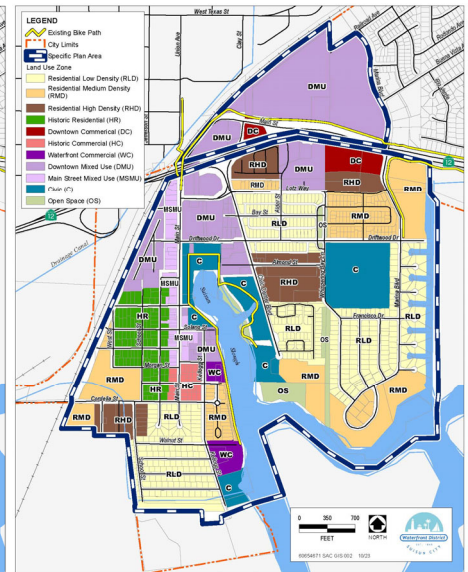
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Chapter 3 Land Use Regulations

Existing Land Use Zones



Revised Land Use Zones



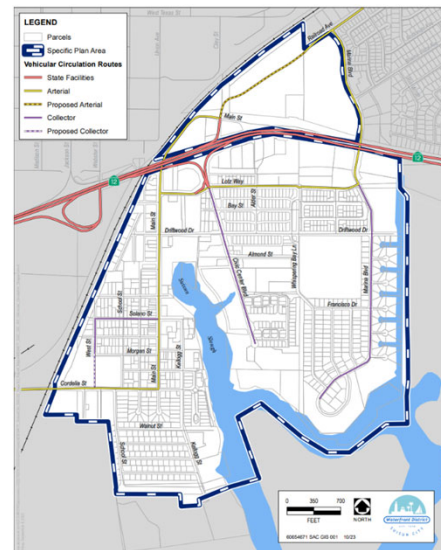
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Chapter 4 Traffic + Circulation

Key Changes

- Vehicular Circulation Diagram - removed proposed extensions in the northwest and southeast
- Updates to context discussion to reflect current transportation network and circulation
- Replacement of subjective language with objective language to enhance certainty with clear requirements

Revised Vehicular Circulation Diagram



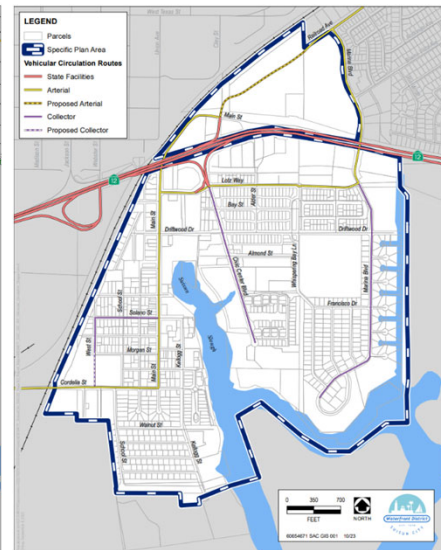
10

Chapter 4 Traffic + Circulation

Existing Vehicular Circulation Diagram



Revised Vehicular Circulation Diagram with
Parcel Lines



11

Chapter 5 Open Space + Civic Services

Key Changes

- Updates to context discussion to reflect current open space facilities and civic services
- Revisions to planned park and open space network, such as new open space/pedestrian/bike trail feature (and not a planned roadway) between Civic Center Boulevard and Marina Boulevard
- Revisions to the stormwater discussion to reflect updates to allowable incentive low impact development (LID) Treatment Reduction Credit
 - Select new development or redevelopment projects are required to incorporate LID measures to treat runoff
 - Specific Plan includes updates to different categories to clarify applicable projects and applied credit reduction

12

Chapter 6 Development and Design Standards

Key Changes

- Replacement of subjective language with objective language to enhance certainty
 - Consistent with Senate Bill 330, where housing development projects must be reviewed against objective design standards.
- Removal of Illustrative Site Concept Plan
- Removal of Commercial-Office-Residential (C/O/R) discussion
- Very slight increase in allowable density – RMD max is now 24.9 instead of 24; RHD minimum is 25 now instead of 24.1

13

Chapter 6 Development and Design Standards

Standard	Residential Low Density	Residential Medium Density	Residential High Density	Historic Residential
Lot coverage	70%	80%	80%	70%
Density (gross) (net) (units/ac)	4-10 5-12	10.1-20 10-24.9	20.1-45 25-54	5-15 6-18
Lot area	3,000 square feet	1,500 square feet	N/A	2,500 square feet
Height Limit	35'	35'	55'	35'

Standard	Downtown Commercial	Downtown Mixed Use	Main Street Mixed Use	Historic Commercial	Waterfront Commercial
Lot coverage	80%	80%	100%	70%	50%
Floor area ratio	0.25-2.0	0.30-3.0	0.75-2.0	0.25-1.0	0.25-1.0
Height limit	60'	60'	16' min, 50' max	35'	35'

14

Chapter 7 Specific Plan Administration

Key Changes

- Updates to procedures based on recent State legislation including Senate Bill 9, Senate Bill 330, and Density Bonus Law
 - Ensuring it is clear that applicable projects, like qualifying lot splits, two-unit developments, affordable housing developments, or projects where at least two-thirds of the square footage of the development is designated for residential use, are not bound by subjective review.
- Revisions to Site Plan and Architectural Review process and Administrative Review and Conditional Use Permits discussion
 - Clarifying text to allow select projects such as affordable housing, multi-family housing, mixed-use, and smaller projects to bypass conditional use permit review process.
- Updates to discussion referencing existing City Zoning Code for consistency.

15

California Environmental Quality Act

Updated

- Section 15183 (allowing for a streamlined environmental review process) demonstrates this Specific Plan update is consistent with and covered by the General Plan EIR.

16

**SB2 Planning Grant
Programs Implementation**



Waterfront District Specific Plan Updates



AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-__: Approving the Tractor Supply Public Art Installation to Meet the Requirements of the 1.5 Percent Art Fee.

FISCAL IMPACT: There is no fiscal impact to the general fund.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: At the March 19, 2019, City Council meeting, the City Council held a public hearing on an amendment to section 2.16 of the Suisun City Code to update the Parks and Recreation Commission to add three more members and change the title of the commission to the Recreation, Parks, Marina, and Arts Commission. This item was approved at the April 2, 2019, meeting of the City Council. This change was adopted due to the desire by the City Council and the community to have an emphasis placed on the arts in Suisun City. The City Council adopted the Suisun City's first Public Art Policy on October 19, 2019, creating a path forward for Public Art. During the September 7, 2021, City Council Meeting, the final approval of the Percent for Arts Ordinance was adopted. This created a 1.5% developer impact fee for development projects within Suisun City.

STAFF REPORT: Tractor Supply is currently under construction on the north side of Highway 12. The total value of the construction project is reported as \$6,221,235. With the adopted percentage rate of 1.5, they are required to provide \$93,319 in public art value to the community or pay that amount in lieu fee. They have selected to provide an art piece to be placed on the Tractor Supply property. Tractor Supply will be responsible for maintaining the art structure. The stated value of the proposed art structure is \$98,532 which exceeds the developer's responsibility.

The art is comprised of steel and will be anchored directly into the concrete. Please see attachment 1 for images the proposed art and the elevation in relation to Highway 12 and the Tractor Supply development.

This item was reviewed during the September 6, 2023, Recreation, Parks, Marina, and Arts Commission meeting and unanimously recommended.

STAFF RECOMMENDATION: It is recommended that the City Council Adopt Resolution No. 2023-__: Approving the Tractor Supply Public Art Installation to Meet the Requirements of the 1.5 Percent Art Fee.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Approving the Tractor Supply Public Art Installation to Meet the Requirements of the 1.5 Percent Art Fee
2. Proposed Tractor Supply Art Installation
3. Tractor Supply Art Site Plan
4. Tractor Supply Elevations

5. Power Point Presentation

PREPARED BY:

Kris Lofthus, Deputy City Manager

REVIEWED BY:

Kris Lofthus, Deputy City Manager

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. Resolution Approving the Tractor Supply Public Art Installation.pdf
2. Proposed Tractor Supply Art Installation.pdf
3. Tractor Supply Art Site Plan.pdf
4. Tractor Supply Elevations.pdf
5. PowerPoint Presentation.pdf
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RESOLUTION NO. 2023-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
APPROVING THE TRACTOR SUPPLY PUBLIC ART INSTALLATION TO
MEET THE REQUIREMENTS OF THE 1.5 PERCENT ART FEE**

WHEREAS, in October 2019, the City Council established the first Public Art Policy;
and

WHEREAS, on September 7, 2021, the City Council adopted the Percent for the Arts
program which created a funding mechanism for public art by placing a developer impact fee of
1.5% on all commercial development projects in excess of \$250,000; and

WHEREAS, the new Tractor Supply project requires the Public Art Fee with a total
stated construction cost of \$6,221,235; and

WHEREAS, the estimated value of the Tractor Supply at installation is \$98,532 which
exceeds the required Public Art Fee of \$15,000; and

WHEREAS, the art installation will be located on the Tractor Supply property and they
will maintain ownership and maintenance; and

WHEREAS, the Recreation, Parks, Marina, and Arts Commission unanimously
supported this art installation during their September 6, 2023, meeting.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun
City does hereby approve the Tractor Supply Art installation, meeting the requirements of the 1.5
percent Art Fee.

PASSED AND ADOPTED at the Regular Meeting of the City Council of the City of
Suisun City duly held on November 7, 2023, by the following vote:


AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 7th day of November 2023.

Anita Skinner
City Clerk

Tractor Supply Art Installation Graphic Design





THE PHOTOS SHOWN ARE THE INSPIRATION FOR OUR ART PIECE.

IT IS LOCATED AT AIRWAY BOULEVARD, EL PASO, TX (31.779140, -106.392258)

OUR DESIGN WAS INSPIRED BY SUISUN'S WATERFRONT THEMED EVENTS

HILBERS
INCORPORATED
770 N. WALTON AVENUE, SUITE 100
EL PASO, TEXAS 79901
PHONE: 915-791-2547 FAX: 915-791-8578
WWW.HILBERSINC.COM

ENGINEERING & ARCHITECTURE

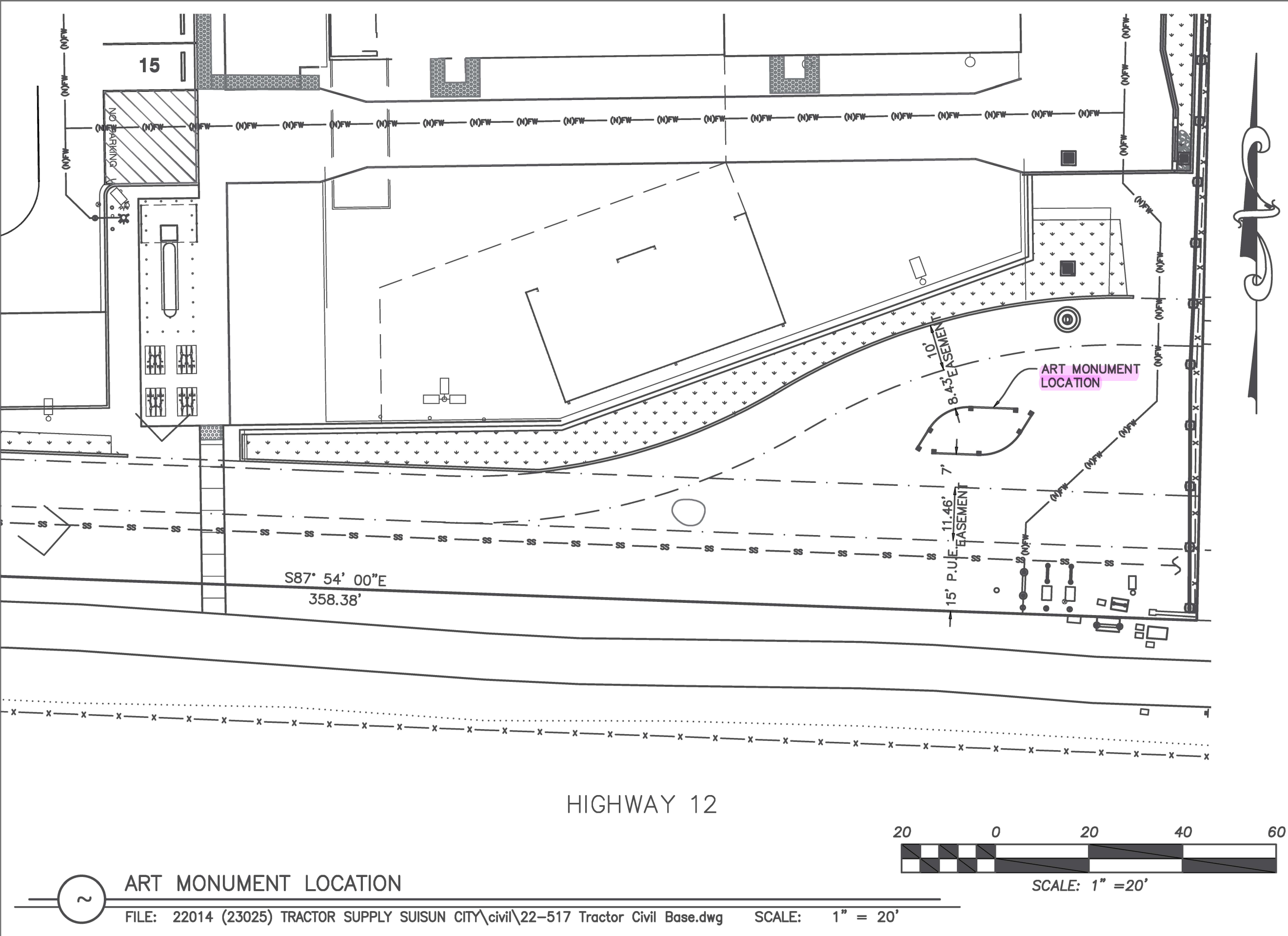
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DATE: 07/14/23
SCALE: NONE
DRAWN: J.L.
JOB: 21025
SHEET 2
OF 2

TRACTOR SUPPLY
FOR
BUTTER RETAIL DEVELOPMENT CORPORATION
HIGHWAY 12, SUISUN CITY, CA

ART MONUMENT
INSPIRATION

THESE PLANS FOLLOW WITH THE GENERAL DESIGN AND LAYOUT OF THIS PROJECT MAY NOT BE COPIED, REPRODUCED, OR REDESIGNED IN ANY WAY WITHOUT THE EXPRESS WRITTEN CONSENT OF HILBERS INC.



ART MONUMENT
LOCATION

PROPOSED DEVELOPMENT
FOR
SUTTER RETAIL DEVELOPMENT CORPORATION
HIGHWAY 12, SUISUN CITY, CA

ENGINEERS STAMP

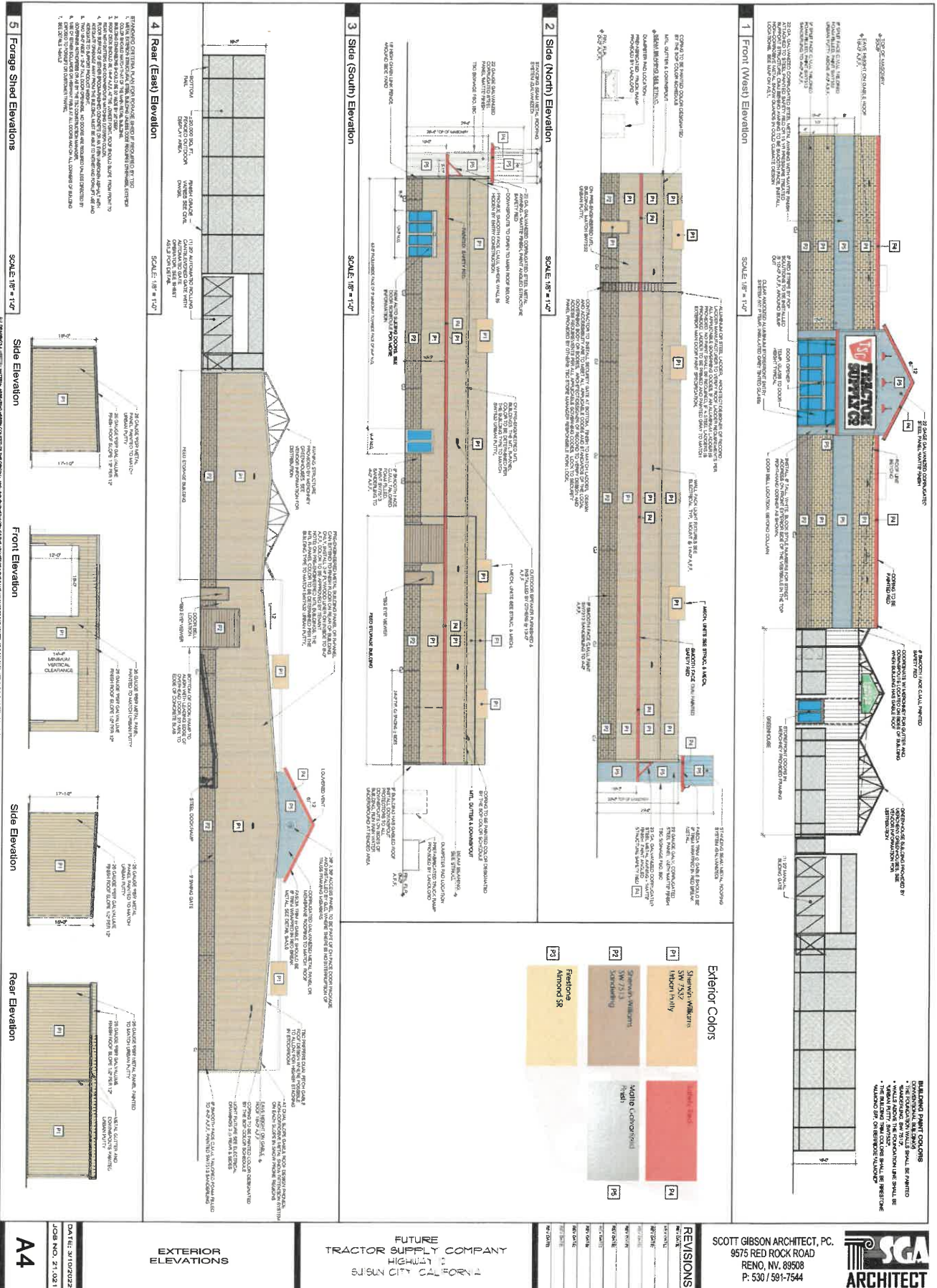
06/23/23

HILBERS
INCORPORATED
CONTRACTORS & ENGINEERS
770 N. WALTON AVENUE, SUITE 100
YUBA CITY, CA 95993
P:530-673-2947 F:530-674-9578
WWW.HILBERSINC.COM

DATE: 10-30-20
SCALE: 1" = 20'
DRAWN: JL
JOB: 23025
SHEET 1
OF 2 SHEETS

THESE PLANS ALONG WITH THE GENERAL DESIGN AND LAYOUT OF THIS PROJECT MAY NOT BE COPIED, REPRODUCED, OR REDESIGNED IN ANY WAY WITHOUT THE EXPRESS WRITTEN CONSENT OF HILBERS INC

D:\Projects_Arch\Projects 2021\21_01 Tractor Supply Co_CAD\21_01 ELEVATIONS 2021_01_13.dwg
Tuesday, April 19, 2022 12:42:54 PM



APPROVAL OF TRACTOR SUPPLY ART INSTALLATION



1

- PUBLIC ART PLAYS AN IMPORTANT ROLE IN INCREASING AWARENESS AND ENJOYMENT OF ART BY THE COMMUNITY.
- PUBLIC ART IS MORE ACCESSIBLE AND VISIBLE
- IT INTEGRATES ART INTO THE URBAN FABRIC OF THE CITY.
- PUBLIC ART TRANSFORMS SPACES AND MAKES A VALUABLE CONTRIBUTION TO OUR APPRECIATION OF THE CITY AND THE QUALITY OF PUBLIC PLACES.

2

OCTOBER 19, 2019 – PUBLIC ART POLICY APPROVED

SEPTEMBER 7, 2021 – PERCENT FOR THE ARTS
APPROVED CREATING A 1.5% DEVELOPMENT
IMPACT FEE

SEPTEMBER 6, 2023 – RPMA COMMISSION
UNANIMOUSLY RECOMMEND THIS ART
INSTALLATION

3



4



5



6

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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Discussion and Direction on Youth Advisory or Youth Commission.

FISCAL IMPACT: No fiscal impact to the city.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: There is currently an organization that does not fall under the jurisdiction of the City of Suisun City. The Suisun City Youth Commission is grassroots 501(c)3 determination-exempt public benefit organization created on May 4, 2007, for the benefit of Suisun City Youth and Youth who attend Suisun City Schools and friends. Today, the Suisun City Youth Commission has grown its collaboration within a consortium of youth-oriented public benefit organizations. Together with the consortium, the Suisun City Youth Commission directly contributes to our community's healthy and sustainable development. The Suisun City Youth Commission fosters peer-to-peer self-development and positive peer and adult relationships through the many opportunities we gain working within a consortium of youth public benefit organizations. Among these organizations are Scouts, Civil Air Patrol, 4-H, Red Cross Clubs, Solano Land Trust, and many more. The Suisun City Youth Commission owns the domain rites to Suisuncityyouthcommission.org.

STAFF REPORT: There are numerous models to provide youth/teens with civic leadership opportunities and below are some models for the council to discuss or develop their own model if they wish to pursue this endeavor:

1. The new Suisun City Police Activities League in conjunction with the California Police Activities League provide a leadership development program that provides an opportunity for PAL members to teach, inspire, and motivate California's future community leaders. The program brings together PAL youth and officers where officers play a vital role in encouraging youth to become positive role models, enabling them to realize their full potential to lead and influence positive change. Along with the Youth Summit program through National PAL, members have the opportunity to be involved with gaining valuable leadership skills.
 2. Create a Youth/Teen Advisory that would make recommendations to the Recreation, Parks, Marina, and Arts Commission or to the City Council.
 3. Create 2-3 youth/teen seats on the Recreation, Parks, Marina, and Arts Commission as voting members.
 4. Youth/Teen Roundtable allow for community youth and teens to participate in the future of development for their age groups. Topics discussed can vary from recreation programming, park development, or what businesses they would like to see here in Suisun City.
 5. Other ideas formulated by members of the City Council or public.
-

STAFF RECOMMENDATION: Discuss the proposed options and give direction to staff on options determined by Council.

DOCUMENTS ATTACHED: NONE.

PREPARED BY:	Kris Lofthus, Deputy City Manager
REVIEWED BY:	Kris Lofthus, Deputy City Manager
APPROVED BY:	Aaron Roth, Acting City Manager

ATTACHMENTS:

NONE

AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Discussion of Legal and Practical Constraints on Addressing Homelessness, and Possible Direction for Further Analysis.

FISCAL IMPACT: Addressing homelessness is potentially prohibitively expensive and is not likely to be successfully solved at the city level. Enforcement and cleanup may have significant fiscal impacts.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: At a previous meeting, the City Council requested an informational presentation on the constraints on addressing homelessness faced by the City, including legal constraints, staffing, and operational needs.

At the broadest level, addressing homelessness means addressing at least three separate but related issues: (1) addressing the impacts of homelessness on unhoused individuals, (2) addressing the causes of homelessness to prevent people from becoming unhoused, and (3) addressing the impacts of homelessness on a community in which unhoused people live. Each of these issues is complicated and none afford easy solutions. However, one way to move toward solutions is to clarify the constraints that are currently placed on the City in order to ensure that any proposed solutions will be both legal and practically feasible. That is the goal of this staff report.

The reality is that homelessness is a complex and entrenched problem statewide, and local solutions are unlikely to make a real dent in the issue. Homelessness has been made worse by the Great Recession, the COVID pandemic, and the rising cost of housing. The impacts on local communities are also difficult to address because, in addition to these challenges, public agencies are under a number of legal constraints that protect the rights of unhoused individuals – finding the balance between mitigating impacts of encampments and ensuring that the unhoused population is protected is a challenge we have not been able to meet yet.

STAFF REPORT:

A. Mitigating the Causes and Impacts of Homelessness

There are very few, if any, legal constraints on ways in which cities can provide supportive services to address the impacts of homelessness on unhoused individuals or address the causes of being unhoused. Cities may pass laws to provide for the welfare of the public and use public money and resources to support programs that benefit the public.

This would include funding and supporting programs aimed at helping unhoused people to find and obtain temporary shelter and/or affordable/transitional housing, jobs and job training, food, supporting services, transportation, mental health and/or substance abuse services, etc.

Most of these programs, services, and funding are traditionally the responsibility of the County and State rather than cities, and also are provided by nonprofit and faith-based organizations. The more serious constraints on providing supportive services are usually practical or financial, not legal.

There are, however, serious legal constraints on actions that cities can take to address the impacts of homelessness on the community in which unhoused people live.

B. Cities May Not Punish Homelessness or the Unavoidable Consequences of Being Homeless

Being unhoused is not a crime and cities cannot punish people merely for being so, including the incidents of being unhoused, such as living/sleeping on public property, storing possessions on public property, etc.¹

The Ninth Circuit Court of Appeals, whose rulings have the force of law in California, held in *Martin v. Boise* that cities “may not criminalize conduct that is an unavoidable consequence of being homeless—namely sitting, lying, or sleeping on the streets or other property open to the public when no sleeping space is practically available in any shelter.”²

A more recent case, *Johnson v. City of Grants Pass*, amplified the *Martin* ruling by holding that cities cannot, consistent with the Eighth Amendment’s prohibition on cruel and unusual punishment, enforce anti-camping ordinances against homeless persons for the mere act of sleeping outside with “rudimentary protection” from the elements, or for sleeping in their car at night, when there is no other place in the city for them to go.³ Notably, the *Johnson* case clarified that sleeping includes using items that are necessary to facilitate sleeping outdoors and to stay warm and dry, including blankets and sleeping bags. The implications and scope of *Martin* and *Johnson* read together suggest that there may be a federal right to live on public property. However, a number of issues remain to be resolved. Some of the open questions are as follows:

Do *Martin* and *Johnson* apply to actions other than sleeping or camping? Likely, yes. The *Johnson* court has found that a city cannot punish people for sleeping in their car at night when there is nowhere else in the city for them to go.⁴ Furthermore, at least one court has opined that cities cannot punish unhoused people for relieving themselves in public when there is no alternative to doing so.⁵

¹ *Jones v. City of Los Angeles*, 444 F.3d 1118, 1132 (9th Cir. 2006), *vacated*, 505 F.3d 1006 (9th Cir. 2007) (“The City could not expressly criminalize the status of homelessness by making it a crime to be homeless without violating the Eighth Amendment”).

² *Martin v. Boise*, 920 F.3d 584 (9th Cir. 2019).

³ *Johnson v. City of Grants Pass*, 72 F.4th 868, 891 (9th Cir. 2023).

⁴ *Johnson v. City of Grants Pass*, 72 F.4th at 896 (“We affirm the district court’s ruling that the City of Grants Pass cannot, consistent with the Eighth Amendment, enforce its anti-camping ordinances against homeless persons for the mere act of sleeping outside with rudimentary protection from the elements, or for sleeping in their car at night, when there is no other place in the City for them to go.”).

⁵ *Mahoney v. City of Sacramento*, No. 220CV00258KJMCKD, 2020 WL 616302 (E.D. Cal. Feb. 10, 2020).

Do Martin and Johnson only apply to criminal enforcement? Likely, yes, with one caveat. Several courts have held that *Martin* only applies when there is a criminal penalty or prosecution.⁶ This means that *Martin* would not apply if the only penalty was an administrative fine. At least one court has held that the “clean and clear” of a public park (i.e., removal of a homeless encampment) was not subject to *Martin v. Boise* because it did not require any arrests.⁷ However, the *Johnson* court held that *Martin* also applies if there is a sequence of punishments that eventually results in criminal punishment, even if

the first punishments are non-criminal.⁸ Regardless, administrative citations are unlikely to provide any kind of resolution to the problems faced by the unhoused and the community.

Does this mean an unhoused person can sleep wherever they want whenever they want? No. *Martin* holds that “Even where shelter is unavailable, an ordinance prohibiting sitting, lying, or sleeping outside at particular times or in particular locations might well be constitutionally permissible.”⁹ The Boise ordinance that was struck down banned “camping” on *all* public property at *all* times. By way of example, certain public property can be restricted: areas that are environmentally sensitive, property that is reserved as open space for habitat and wildlife conservation, and public parks.

Several courts have held that the government may evict or punish people sleeping in public in some locations, provided there are other lawful places within the jurisdiction for involuntarily homeless individuals to sleep.¹⁰ Cities can also limit the times during which people can sleep or camp on public property. However, at least one court has found that *Martin* does not allow a city to ban overnight camping on public property citywide, even though camping would still be allowed during the day, because most people sleep at night.¹¹

⁶ *Hous. is a Hum. Right Orange Cnty. v. Cnty. of Orange*, No. SACV19388PAJDEX, 2019 WL 8012374 (C.D. Cal. Oct. 28, 2019); *Quintero v. City of Santa Cruz*, No. 5:19-CV-01898-EJD, 2019 WL 1924990 (N.D. Cal. Apr. 30, 2019); *Young v. City of Los Angeles*, No. CV2000709JFWRAO, 2020 WL 616363 (C.D. Cal. Feb. 10, 2020); *Yeager v. City of Seattle*, No. 2:20-CV-01813-RAJ, 2020 WL 7398748 (W.D. Wash. Dec. 17, 2020); *O’Callaghan v. City of Portland*, No. 3:21-CV-812-AC, 2021 WL 2292344 (D. Or. June 4, 2021).

⁷ *Le Van Hung v. Schaaf*, No. 19-CV-01436-CRB, 2019 WL 1779584 (N.D. Cal. Apr. 23, 2019).

⁸ *Johnson v. City of Grants Pass*, at 896. (“We are careful to note that, as in *Martin*, our decision is narrow. As in *Martin*, we hold simply that it is “unconstitutional to [punish] simply sleeping somewhere in public if one has nowhere else to do so.” *Martin*, 920 F.3d at 590 (Berzon, J., concurring in denial of rehearing en banc). Our decision reaches beyond *Martin* slightly. We hold, where *Martin* did not, that class certification is not categorically impermissible in cases such as this, that “sleeping” in the context of *Martin* includes sleeping with rudimentary forms of protection from the elements, and that *Martin* applies to civil citations where, as here, the civil and criminal punishments are closely intertwined. Our decision does not address a regime of purely civil infractions, nor does it prohibit the City from attempting other solutions to the homelessness issue.”)

⁹ *Martin v. City of Boise*, 920 F.3d 584, 617 (9th Cir. 2019).

¹⁰ See, e.g., *Bilodeau v. City of Medford*, 2022 WL 17853323 (D. Or. 2022) (distinguishing City of Medford anticamping ordinance from *Martin* because it does not impose a city-wide ban); *Sausalito/Marin Cnty. Chapter of California Homeless Union v. City of Sausalito*, No. 21-cv-01143-EMC, 2021 WL 5889370, at *2 (N.D. Cal. Dec. 13, 2021) (“*Martin* prohibits a ban on all camping, not the proper designation of permissible areas.”); *Shipp v. Schaaf*, 379 F.Supp.3d 1033, 1037 (N.D. Cal. 2019) (“However, even assuming ... that [eviction from a homeless encampment by citation or arrest] might occur, remaining at a particular encampment on public property is not conduct protected by *Martin*, especially where the closure is temporary in nature.”); *Aitken v. City of Aberdeen*, 392 F.Supp.3d 1075, 1082 (W.D. Wash. 2019) (“*Martin* does not limit the City’s ability to evict homeless individuals from particular public places.”); *Gomes v. Cty. of Kauai*, 481 F.Supp.3d 1104, 1109 (D. Haw. 2020) (holding the County of Kauai could prohibit sleeping in a public park because it had not prohibited sleeping on other public lands); *Miralle v. City of Oakland*, 2018 WL 6199929, at *2 (N.D. Cal. Nov. 28, 2018) (holding the City could clear out a specific homeless encampment because “*Martin* does not establish a constitutional right to occupy public property indefinitely at Plaintiffs’ option”); *Le Van Hung v. Schaaf*, 2019 WL 1779584, at *5 (N.D. Cal. Apr. 23, 2019) (holding *Martin* does not “create a right for homeless residents to occupy indefinitely any public space of their choosing”).

¹¹ *Wills v. City of Monterey*, 617 F. Supp. 3d 1107, 1120–21 (N.D. Cal. 2022) (“The vast majority of individuals sleep during the evenings, not during daylight hours. The Court will not countenance that a city may constitutionally criminalize sleeping outside during the evenings so long as it provides some public space that is available during daytime hours. *Martin* cannot and does not stand for such a proposition.”).

1. Cities Must Respect the Property Rights of Unhoused People

Cities must respect the personal property of unhoused people and cannot dispose of it without following legally required procedures. Specifically, cities generally cannot seize and dispose of a unhoused person's personal property without (a) giving prior notice and (b) providing a reasonable opportunity for the person to be heard and to re-obtain their property.¹² This does not apply to abandoned property, but determining whether something is abandoned is often not clear-cut. When in doubt, consider the property not abandoned.

The City does issue a 72-hour notice before clearing homeless encampments, with a view to providing people with enough time to remove personal property that they wish to keep. For some property left behind, the City will also have to store the property until it is claimed or the time for claiming it expires.¹³ The determination of whether certain personal property is abandoned/trash is on a case-by-case basis. If the unhoused individual is present at the time of clean-up, City staff can ask if certain property is being abandoned, and can dispose of it in the affirmative. Cities may reasonably refuse to store any property due to countervailing governmental interests at stake, including the safety of City workers during the clear-out and at its storage sites, as well as the health and safety of local neighbors.¹⁴ State law requires that found property be kept for 90 days.¹⁵ This applies regardless of the size of the object and it applies to animals that belong to a homeless person.¹⁶

There is an exception to this general rule when the person's property is creating an imminent threat to the health and safety of the public. In this circumstance, the property could be seized or moved without prior notice.¹⁷ The City can also dispose of trash and abandoned property immediately, without notice. However, the City cannot "treat property as abandoned and trash just because the owner has not removed it in the time the [City] has allotted."¹⁸ The practicality of this is that even after a noticed encampment cleanup, the City may be obligated to hold found property for 90 days.

¹² *Lavan v. City of Los Angeles*, 693 F.3d 1022, 1032 (9th Cir. 2012); *Kincaid v. City of Fresno*, No. 106CV-1445 OWW SMS, 2006 WL 3542732, at *37 (E.D. Cal. Dec. 8, 2006) ("The City's seizure of homeless people's personal property without probable cause and the immediate and permanent destruction of such property without a method to reclaim or to assert the owner's right, title, and interest to recover such personal property violates the Fourth Amendment to the United States Constitution and Art. I, § 13 of the California Constitution."). Guidance about an effective notice, storage, and hearing process is given in *Kincaid* at *38 (paragraph 22). See also *Sullivan v. City of Berkeley*, 383 F. Supp. 3d 976 (N.D. Cal. 2019), in which the court found that Berkeley's policy regarding practices of collection, storage, and disposal of unattended property at homeless encampments was reasonable and not constitutionally deficient.

¹³ For example, in *Janosko v. City of Oakland*, No. 3:23-CV-00035-WHO, 2023 WL 3029256, at *3 (N.D. Cal. Apr. 19, 2023), the court found that it was reasonable for the city to refuse to store "'tiny homes" and other makeshift structures due to the unsafe and decaying nature of the materials," and to refuse to move and store "a 20 to 40 foot long shipping container given the City's inability to search and sort through the contents to assess whether any are hazardous or unsafe."

¹⁴ *San Jose Charter of Hells Angels Motorcycle Club v. City of San Jose*, 402 F.3d 962, 975 (9th Cir. 2005).

¹⁵ Civil Code § 2080.2.

¹⁶ *Garcia v. City of Los Angeles*, 11 F.4th 1113, 1119 (9th Cir. 2021) (striking down provision in Los Angeles ordinance that provided for destruction without notice or hearing of items that were too large to fit into a 60-gallon trash can); *Recchia v. City of Los Angeles Dep't of Animal Servs.*, 889 F.3d 553 (9th Cir. 2018) (applying Fourth Amendment analysis where city seized and euthanized birds in possession of homeless person).

¹⁷ *Kash Enterprises, Inc. v. City of Los Angeles*, 19 Cal. 3d 294, 308, 562 P.2d 1302, 1311 (1977).

¹⁸ *Kincaid v. City of Fresno*, No. 106CV-1445 OWW SMS, 2006 WL 3542732, at *37 (E.D. Cal. Dec. 8, 2006), citing *A & W Smelter and Refiners, Inc. v. Clinton*, 146 F.3d 1107, 1111 (9th Cir.1998).

2. Cities Must Follow State Law Requirements When Closing or Limiting Access to Public Property.

Private property owners can simply ask a person to leave their property, and if the uninvited individual does not leave, then they are trespassing and can be arrested, regardless of whether there is any sign or fence around the property.¹⁹ However, since public property is, by its nature, open to the public, cities must follow special procedures to close or limit access to public property.

In order to exclude people from camping and living on certain property, the city must take action, through an ordinance or resolution, to close that property to the public at large. Examples include establishing hours for public parks and buildings or completely closing off certain areas of public property to the public or closing it during certain hours. A city may not, however, close access to all public property after a certain hour.

Finally, enforcement can become complicated when other public agencies own or control property within the City. For example, it is likely that the City lacks authority to clear homeless encampments within the right-of-way of a state highway,²⁰ although the City can partner with Caltrans and the County sheriff to address this issue.

3. City Ordinances Must Be Clear and Cannot Be Enforced in a Way That Targets Unhoused People.

An ordinance must be sufficiently clear in its standards that it does not leave the public uncertain about what conduct it prohibits.²¹ It does not have to be perfectly clear, but there must be at least a “reasonable degree of certainty.”²² In the 2014 case of *Desertrain v. City of Los Angeles*, the court struck down an ordinance that prohibited using a vehicle “as living quarters” because it was unclear what actions would violate the ordinance – sleeping in the vehicle? During the day or only at night? Eating in the vehicle? Storing personal belongings in the vehicle? Using a vehicle to get out of the rain?²³ However, in 2018, in the case of *People v. Diaz*, the court found that a similar ordinance in San Diego was not unconstitutionally vague, even though it did not define what it meant to use a vehicle as a “living quarters” or “place of habitation.”²⁴ One takeaway here is that courts may differ on what exactly counts as too vague, but it is best to err on the side of clarity. A second takeaway is that it is often very challenging to define something as seemingly obvious as “living quarters” or “place of habitation.”

Furthermore, regardless of whether the ordinance leaves room for interpretation, cities cannot enforce otherwise neutral laws in a way that intentionally singles out homeless people for enforcement.²⁵

¹⁹ See Penal Code § 602(o) (Trespassing includes “[r]efusing or failing to leave land, real property, or structures belonging to or lawfully occupied by another and not open to the general public...”).

²⁰ *Where Do We Go Berkeley v. California Dep’t of Transportation*, 32 F.4th 852, 855 (9th Cir. 2022) (“California law provides Caltrans with “full possession and control” of state highways and property acquired for state highway purposes.”); see Streets and Highways Code § 90.

²¹ *Desertrain v. City of Los Angeles*, 754 F.3d 1147, 1155 (9th Cir. 2014).

²² *Allen v. City of Sacramento*, 234 Cal. App. 4th 41, 54 (2015).

²³ *Desertrain*, at 1155-56.

²⁴ *People v. Diaz*, 24 Cal. App. 5th Supp. 1, 7 (Cal. App. Dep’t Super. Ct. 2018) (“The reasonable and practical construction of the ordinance here is clear—it is intended to prevent people from living in their vehicles on city streets. The language of the ordinance is sufficiently clear to inform persons that they may not use their vehicles as homes on any street, as well as to inform law enforcement that a person utilizing his or her vehicle for a purpose that does not turn the vehicle into a place of residence does not violate this ordinance. While there may be circumstances where the facts are open to conflicting interpretations, that does not render the ordinance unconstitutional—it simply creates a factual issue for the court.”).

²⁵ *Ashbaucher v. City of Arcata* (N.D.Cal., Aug. 19, 2010, No. CV 08-2840 MHP (NJV)) 2010 U.S. Dist. Lexis 126627, pp. *47–48 (complaint alleging selective enforcement of ordinances against the homeless states an equal protection claim), cited in *Allen v. City of Sacramento*, 234 Cal. App. 4th 41, 64 (2015). “Selective enforcement of laws that are neutral on their face is not a denial of equal protection “unless there is shown to be present in it an element of intentional or purposeful discrimination.” *Ashbaucher v. City of Arcata*, at *12, citing *Snowden v. Hughes*, 321 U.S. 1, 8 (1944).

4. City can exclude people from environmentally sensitive areas.

Another option the City has to prevent access to certain areas of City property is to designate such property as an environmentally sensitive area, and post no trespassing signs. Before taking such actions, it is recommended that the City obtain a report from a biologist determining that the area is environmentally sensitive. Moreover, as the City is the owner of the property, the City’s police department may enforce this.

For example, if a third party biologist studies the City’s canals and determines that they are environmentally sensitive, that would provide grounds for the City to post no trespassing signs stating that the area is environmentally sensitive. The City can use this as a method to prohibit unhoused persons from camping in the canal areas. It should be noted, however, that not all canals belong to the City, and the City may not have enforcement authority over canals owned by other governmental agencies.

Although not entirely on point, the Ninth Circuit decision in *Where Do We Go Berkeley et. al v. California Department of Transportation*, No. 21-16790 (9th Cir. 2022) (“CalTrans”) provides insight into how courts may adjudicate claims brought under the Americans with Disabilities Act (ADA) against public entities attempting to clear homeless encampments and suggests that homeless advocates may have a more difficult time making a case for ADA protection for homeless persons in environmentally sensitive areas.

In this case, it was alleged that Caltrans violated the ADA through evictions associated with clearing outdoor encampments situated along a freeway exit ramp. The district court granted an injunction that required Caltrans to give homeless individuals six months to relocate and find housing before clearing the encampments, reasoning that the ADA required the program to give “reasonable accommodation” to disabled homeless persons, who need more time before being evicted.

However, the Ninth Circuit vacated the injunction delaying the eviction of homeless persons following Caltrans’ attempt to clear its property. In particular, the Ninth Circuit ruled that the district court erred in its merits analysis in finding that a serious question existed as to whether Caltrans violated the ADA merely because it found the Plaintiffs’ claim to be plausible. Here, Caltrans categorizes the most dangerous encampments as level 1 camps that pose a critical safety concern requiring urgent relocation. As a general rule, Caltrans provides 72 hours’ notice to vacate level 1 encampments, but notice is not

required. Therefore, the Ninth Circuit found a six-month delay to be a fundamental alteration of Caltrans's programs. In addition, the Ninth Circuit finds that the district court erred when balancing the equities by inappropriately mitigating the harm to Caltrans on the basis of availability of a separate Caltrans property for relocation.

It is clear that the opinion was influenced by Caltrans' need to protect public safety, including that of the homeless persons. Caltrans' tiered program focuses on clearing areas where it is most dangerous to allow homeless encampments to remain, while taking a more hands-off approach to less dangerous Caltrans properties.

Relying on the reasoning of the Caltrans case, the City can argue that allowing individuals to live in environmentally sensitive areas, including providing a 6 month lead time for disabled individuals, is counter to the purpose of the open space and constitutes a fundamental alteration of the City's open space and habitat conservation programs.

5. City can adopt an ordinance for the protection of critical infrastructure, wildfire, and flood-risk areas.

The City can also protect certain areas of City property by adopting an ordinance similar to one recently adopted by the City of Fairfield.

On July 18, 2023, the City of Fairfield adopted an urgency ordinance relating to the protection of critical infrastructure, wildfire, flood risk areas, and youth-serving facilities. In the ordinance, the Fairfield City Council found that destruction of, damage to, or interference with, critical infrastructure is often caused by persons whose activities are not permitted or authorized in, on , or near critical infrastructure and that allow debris or personal items to accumulate in storm channels, dry creeks or other water outlets causes the potential to block outlets to such channels, dry creeks or other water outlets during periods of heavy rains that created dangerous flooding conditions that pose a danger to the life and safety of those who accumulate such debris, and also pose a danger to the health and safety of the property and community in the surrounding area.

Accordingly, the ordinance prohibits and declares it a public nuisance for any person to camp, occupy an encampment, or store any personal property at or near any critical infrastructure. Critical infrastructure, as defined in the ordinance, may include:

- 1) Flood protection facilities, meaning those physical structural works which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to flooding and the extent of the depths of associated flooding, such as levees, pumps, drainage ditches, access and patrol roads, and related facilities; or
- 2) Real property or a facility, whether privately or publicly owned, designated by resolution of the City Council as being so vital and integral to the operation or functioning of the City that its damage, incapacity, disruption, or destruction would have a debilitating impact on the public health, safety, or welfare.
- 3) Government buildings, such as fire stations, police stations, jails, or courthouses; hospitals; structures, such as antennas, bridges, roads, train tracks, or drainage systems; or systems, such as computer networks, public utilities, electrical wires, natural gas pipes, telecommunication centers, or water sources; parks; and youth-serving facilities.

The City can adopt a similar ordinance to protect its critical infrastructure, including the City-owned

canals. Moreover, in such ordinance, the City can set forth procedures for abatement and the removal of property. For example, the City can set forth procedures for issuing 72-hour notices to vacate illegal camp sites and for removal of debris. Many other California cities, such as Vallejo, have been utilizing such notices. The notice indicates that any personal property left at the site after 72-hours will be impounded by the City and that any personal property not be disposed of will be stored for 90 days. The 72-hour notices in other cities typically provide information regarding available shelter beds, free bus passes to the listed shelter and vaccine sites, and information regarding the retrieval of items removed during the planned clean-up.

6. City can implement a safe parking program.

Nearby public agencies, including the City of Fairfield, have started programs where unhoused individuals living in their vehicles are provided with a safe place to park at night and a place to park during the day that is not in residential neighborhoods and with opportunities to engage with resources and services.

For example, the City of Fairfield has partnered with City Church to provide unhoused individuals nightly parking, showers, dinner, breakfast, and security from 4:00 p.m. to 8:00 a.m. Cities can partner with faith-based organizations, provided the services are in no way linked to participation in religious purposes.²⁶

Such a program can create opportunities for safe and secure places for automobile and RV dwellers to park and sleep, reduce the number of people living in their vehicles on City streets, decrease enforcement actions and resulting legal costs to homeless individuals and the City, and provide resources to secure permanent housing and economic stability. The scattered safe parking sites pilot program would allow a variety of community-based organizations, such as non-profits and educational institutions, to become host sites for vehicle households. These organizations have a compatible parking demand profile and may be able to fill certain niches of safe parking demand.

Moreover, such a program can permit safe parking sites as an accessory use to an assembly use, quasi-public facility, or public facility regardless of underlying zoning district. Such uses include community assembly, cultural facility, government building, public use, public safety facility, quasi-public and social service center. The ordinance can establish a ministerial permitting process subject to objective standards. The standards included in such ordinances primarily address fire and life safety considerations and ensure quality-of-life for vehicle dwellers and minimizing off-site impacts.

7. City can help transport unhoused individuals to the future Vallejo Navigation Center which provides available shelter.

The City of Vallejo is constructing the Vallejo Navigation Center, which will be a “one-stop-shop” that will provide services and shelter critical to helping address homelessness. The center will offer 125 shelter beds for six months (with potential extensions if a housing plan is made) and provide individual case management, connecting people to social, and medical services. Participants will also have access to job training and be assisted in becoming prepared to secure and sustain permanent housing. The center will serve approximately 200 people annually. The project is projected to be completed in June 2024.

The City can potentially coordinate with the City of Vallejo to transport unhoused individuals to the Navigation Center to utilize its services. State or federal law do not provide much guidance on how far is too far to transport unhoused individuals to obtain shelter. This is also relevant with respect to enforcement of camping ordinances – the issue the court will look at is not just how far the shelter is,

but also the ability to reach it. So a shelter that is a couple of miles away may be close enough if transportation is readily available, but may otherwise be too far.

Additionally, forcibly relocating homeless individuals, even within the same county, can raise legal issues related to civil rights, due process, and the right to travel. These legal protections must be considered when formulating and implementing policies or practices related to such relocation to the Navigation Center.

8. Converting the Plaza to a park that can be closed at night.

City staff is drafting proposed amendments to the Waterfront District Specific Plan and made a proposed adjustment to include the City Plaza as a Civic designation which could potentially allow for the area to be a park. These changes are part of the SB 2 LEAP funding; staff already had a workshop with Planning Commission, and the workshop before Council is included on tonight's agenda. The amendments should come before you for adoption in December or January. This issue is discussed in more detail in the relevant agenda item.

²⁶ *Community House, Inc. v. City of Boise* (9th Cir. 2007) 490 F.3d 1041.

Summary

In summary, a city may not punish someone merely for being homeless and may not punish the actions of a homeless person that are the unavoidable consequence of being homeless. Furthermore, cities must respect the personal property rights of homeless people and can only prohibit homeless people from entering onto and staying on public property based on regulations that apply to the public at large. Finally, city regulations aiming to address homelessness must clearly describe any prohibited conduct and city regulations cannot be selectively enforced in ways that intentionally target homeless people.

C . Staffing and Operational Needs, and Other Constraints on Addressing the Impacts of Homelessness on Public Property

The City Attorney's Office requested feedback from City's departments to obtain an overall understanding of the challenges faced. Here are some of the issues:

- Fencing along the City's canals:
 - Installing and maintaining fencing may be costly. The cost would be increased by each required gate, and surveys and legal descriptions need to be completed to ensure the fences are installed along the City's property line.
 - Fencing can limit access points for emergency services like Fire, and thus slow their response times. Although Fire has the necessary equipment to overcome such barriers, it can still pose a challenge during critical situations.
 - Most drainage agencies have provisions for placing barriers within their hydraulic system, especially during peak water flow. As a result, we may encounter pushback from these agencies when requiring the installation of a fence.
 - Maintenance access to address overgrowth and other issues becomes a challenge when ingress/egress can be taken from one access point. This makes for a long haul if the agency is removing trash, overgrowth, etc.
 - Finally, the City has some areas where it maintains a ditch or drainage system, which could be protected by installing fencing.
 - Traditional Policing Limits: Standard policing methods of encouragement, education, and

enforcement are not effective in addressing homelessness. Ideally, the Police Department would staff a specially trained officer to bridge the gap between law enforcement and social services. However staffing and budgetary limitations prevent that role currently. SCPD is budgeted for 24 officers, and in order to meet operational guidelines, should be staffed at 28. It is therefore unlikely that an additional officer at this time could be dedicated to this work.

- Solano county has no single point of access for the unhoused. The county and city lack nighttime resources or options. CARE Court may be helpful in connect those unhoused populations with mental illness to be connected with healthcare resources.
- Potential Physical Interventions:
 - The City can require property owners to install fences around vacant and undeveloped lots.
 - The City can fence City park facilities or create and enforce park curfews for public safety. Fencing is not required for enforcement, but signage will be.
 - Enforcement might be challenging based on staffing.
- Long-Term Issues related to Displacing Homeless Individuals:
 - Enforcement at times results in moving homeless populations without solving underlying issues. Accordingly, there should be an emphasis on identifying comprehensive solutions beyond displacement. The City can utilize a holistic approach with integrated efforts:
 - Strengthening connections between our unhoused community with law enforcement, mental health, addiction, and housing services.
 - Focusing on comprehensive long-term solutions to avoid fatigue in moving unhoused populations from one place to the next.
- Illegal Dumping & Homeless Encampment Cleanup Cost Last Calendar Year
 - Staff & Equipment Costs were approximately \$60,000.
 - Staff Recommendation for clean up crew: Add one full-time public works maintenance staff to solely address up illegal dumping and homeless encampments throughout the city in ROWs and city properties (~\$125,000 annual cost).
 - Staff member would receive support from current Public Works maintenance staff as needed (for larger cleanups that require more than one person) and from Police Department and Code Enforcement.

D. Addressing impacts of homelessness on private property

Addressing the impacts of homeless encampments on private property can be just as challenging. This report does not fully analyze the issues, but by way of summary:

- Property owners are responsible for maintaining their properties in compliance with the City's property maintenance provisions. Unfenced vacant properties, whether improved or not, are difficult to maintain.
- Private property owners may remove individuals who are living on their property as trespassers, and depending on circumstances may need to initiate unlawful detainer proceedings. This can be time consuming.
- City may use enforcement tools, these are expensive and time consuming. In some instances, the City can seek cost recovery after the fact – receivership and public nuisance abatement are two mechanisms that allow for cost recovery. Here, the private property rights of owners are implicated, in addition to due process and civil rights of the unhoused.

STAFF RECOMMENDATION: It is recommended that the City Council receive the report from City staff and provide direction to staff if desired.

DOCUMENTS ATTACHED:

1. PowerPoint Presentation

PREPARED BY:

Elena Gerli, City Attorney

REVIEWED BY:

Aaron Roth, Acting City Manager

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. PowerPoint Presentation - Legal update homelessness.pdf

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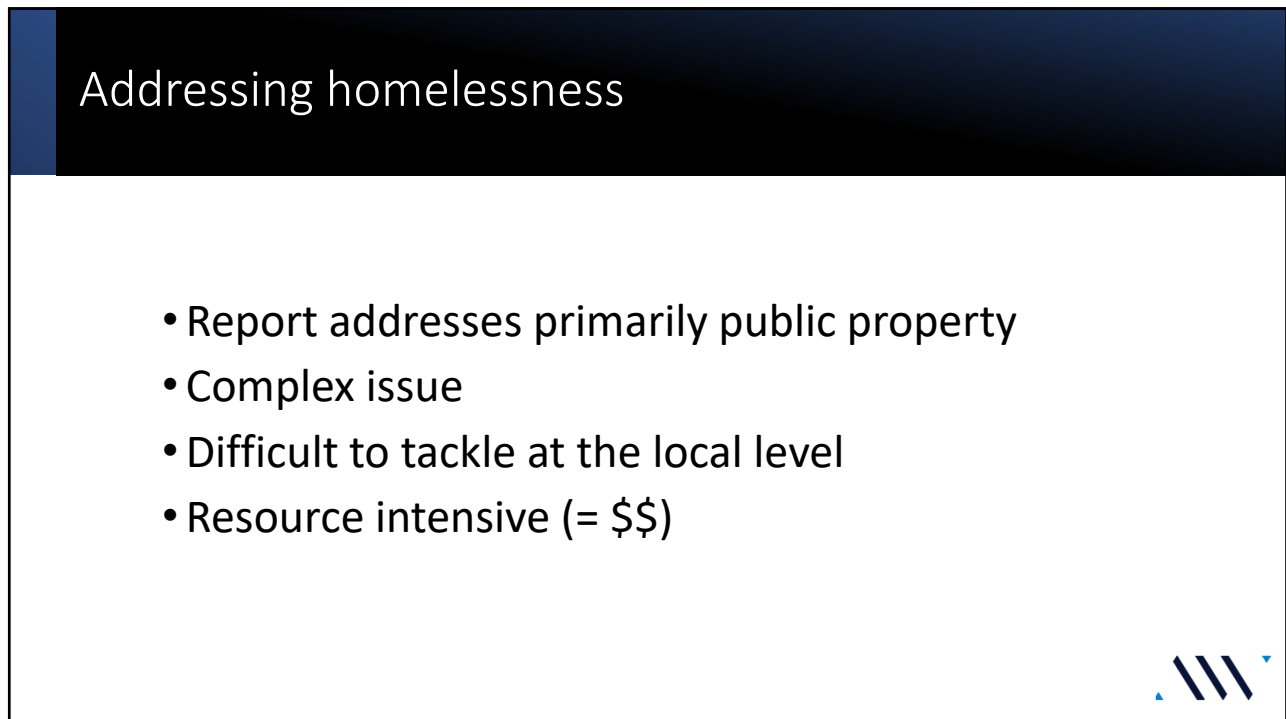
The slide features a dark blue background with a large, light blue circle on the left side. The title "Homelessness and the Law" is written in white text on the right. Below the title, the date "November 7, 2023" and the name "Elena Gerli, City Attorney" are displayed. In the bottom left corner, there is a logo consisting of three slanted parallel lines and a small triangle, followed by the text "Aleshire & Wynder".

Homelessness and the Law

November 7, 2023
Elena Gerli, City Attorney

Aleshire & Wynder

1

The slide has a dark blue header with the title "Addressing homelessness" in white. The main content area is white and contains a bulleted list of four points. In the bottom right corner, there is a logo consisting of three slanted parallel lines and a small triangle.

Addressing homelessness

- Report addresses primarily public property
- Complex issue
- Difficult to tackle at the local level
- Resource intensive (= \$\$)

2

Supportive services

- The biggest stumbling block are limitations to resources (programs, housing, outreach, mental health services, job training, etc.)
- Unhoused persons cannot be compelled to accept assistance



3

Cannot Punish Homelessness or the Incidents of Homelessness

- Laws cannot criminalize being unhoused. This includes incidents of homelessness, such as tents, sleeping bags, shopping carts
- Camping ordinances cannot be enforced on public property (especially at night) if no beds/shelter are available
 - Cruel and unusual punishment (Johnson v. City of Grants Pass)
- Camping ordinances can be enforced on public property that is closed to the public, permanently or during specific times
- Laws must be clear, and facially neutral laws should not be enforced to impact the unhoused



4

Access to Public Property

- City cannot restrict access to public property except:
 - Limiting hours to certain public facilities, e.g., closing parks at night
 - Prohibiting access to environmentally sensitive areas
- May be able to designate certain areas as parks and limit access to daytime hours/special events
 - Newport Beach, Irvine, Long Beach, and Berkeley have designated their civic centers as parks, with hours of operation and times they are closed to the public
- Cannot preclude access to all public property
- When close off or limit hours to certain property, must apply to all



5

Property Rights of the Unhoused

- Found personal property must be stored for up to 90 days, per state and federal law
- Generally cannot seize and dispose of a unhoused person's personal property without (a) giving prior notice and (b) providing a reasonable opportunity for the person to be heard and to re-obtain their property
- "The City's seizure of homeless people's personal property without probable cause and the immediate and permanent destruction of such property without a method to reclaim or to assert the owner's right, title, and interest to recover such personal property violates the Fourth Amendment to the United States Constitution and Art. I, § 13 of the California Constitution." Lavan v. City of Los Angeles



6

Protection of Critical Infrastructure

- City can adopt an ordinance for the protection of critical infrastructure, wildfire, and flood-risk areas (e.g., Fairfield)
 - Flood protection facilities (levees, pumps, drainage ditches etc);
 - Any property or facility designated by Council as critical to the operation or functioning of the City that its damage, or destruction would have a debilitating impact on the public health, safety, or welfare;
 - City buildings such as fire stations, police stations, jails, or courthouses; hospitals; structures, such as antennas, bridges, roads, train tracks, or drainage systems; or systems, such as computer networks, public utilities, electrical wires, natural gas pipes, telecommunication centers, or water sources; parks; and youth-serving facilities.



7

Safe Parking Program

Vallejo Navigation Center

- Safe Parking Program:
 - Unhoused individuals living in their vehicles are provided with a safe place to park at night and a place to park during the day that is not in residential neighborhoods and with opportunities to engage with resources and services
 - Partner with other cities and/or service providers?
- Vallejo Navigation Center:
 - Can this be considered a shelter for our purposes?
 - Distance and availability of transportation may be determinative
 - A shelter that is too far from an unhoused person's "home" or too difficult to reach may not be sufficient to meet constitutional muster



8

Enforcement on Private Property

- Property owners are responsible for maintaining their properties in compliance with the City's property maintenance provisions. Unfenced vacant properties, whether improved or not, are difficult to maintain.
- Private property owners may remove individuals who are living on their property as trespassers, and depending on circumstances may need to initiate unlawful detainer proceedings. This can be time consuming.
- City may use enforcement tools, these are expensive and time consuming. In some instances, the City can seek cost recovery after the fact – receivership and public nuisance abatement are two mechanisms that allow for cost recovery. Here, the private property rights of owners are implicated, in addition to due process and civil rights of the unhoused.



9

Operational issues

- **Enforcement challenges:**
 - Fencing: cost of fencing; cost of surveying property to make sure fencing is correctly placed; potential emergency crew access limitations
 - Staffing: ideally a PD liaison or someone designated to working with the unhoused, but not likely based on shortfall and budget limitations
 - Interference with drainage facilities
 - Removal of weed and trash more cumbersome
 - Multi-departmental effort: Public Works, PD, Code Enforcement
- **For Council consideration:**
 - Require private property owners to secure vacant lots/abandoned properties
 - Additional PW staff solely to address clean ups (~\$125,000/yr). Clean up costs last FY ~ \$60,000.



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AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Council Adoption of Resolution No. 2023-____: Authorizing the Interim City Manager Employment Agreement between the City of Suisun City and Acting City Manager Aaron Roth.

FISCAL IMPACT: The Agreement provides the Interim City Manager with an additional two (2) months of severance pay, totaling \$46,000, which becomes payable only in the event the City acts to sever its employment relationship with Aaron Roth in either his role as Interim City Manager or as Chief of Police. This additional two months of severance pay will only be due if the City acts to sever Aaron Roth's employment before May 7, 2026, unless the Agreement is extended.

STRATEGIC PLAN: The City of Suisun City seeks to provide for active, effective, and efficient City operations, including managing the recruitment and hiring process for a permanent City Manager. The recruitment and hiring process is expected to take the better part of six months. In the meantime, the City needs an engaged and effective Interim City Manager. Chief of Police Aaron Roth was appointed as Acting City Manager by a unanimous Council on September 30, 2023. He has the experience, temperament, and deep knowledge of City operations, personnel, and history needed to achieve those goals as Suisun City's Interim City Manager.

BACKGROUND: On September 20, 2023, the City Council appointed Chief of Police Aaron Roth to the position of Acting City Manager to fill the vacancy created when City Manager Greg Folsom resigned. To ensure the active, effective, and efficient continuation of City operations, the City Council is now considering entering into an Interim City Manager Employment Agreement (the "Agreement") with Acting City Manager Aaron Roth.

STAFF REPORT: The main deal points of the Agreement are as follows:

1. **TERM:** The initial term of the Agreement is six months, or the date a permanent City Manager is hired, whichever occurs first. The Interim City Manager further agrees that the term may be extended by three months, if a permanent City Manager has not been hired within the initial term.
2. **RETURN TO CHIEF OF POLICE:** The Agreement provides that the Interim City Manager will return to his position as Chief of Police, when his position as Interim City Manager is completed. He will return to the compensation and all benefits he enjoyed as Chief of Police before he stepped in as Acting City Manager, except for the increased severance described in Section 4 below.
3. **COMPENSATION:** The annual compensation for the Interim City Manager is \$275,000, or \$22,916 per month. This is substantially equivalent to the \$22,890 per month currently earned by Mr. Roth as Acting City Manager. The Acting City Manager compensation was determined pursuant to the Amended and Restated Schedule of Benefits for Unrepresented Employees adopted by Resolution No. 2022-55 (Article III, Section 01), which indicates that 10% is to be added to an unrepresented employee's compensation when they are asked to step into the acting city manager role.
4. **SEVERANCE:** The Agreement provides the Interim City Manager with an additional two months

of severance pay, bringing the Interim City Manager's severance pay to six months. The Interim City Manager Agreement extends the extra two months of severance pay for an additional two years after the Interim City Manager returns to his role as Chief of Police.

5. **BENEFITS:** The Interim City Manager shall retain all the same benefits he held as Chief of Police during his time as Interim City Manager.
6. **AT-WILL STATUS:** The Interim City Manager is an "at-will" employee, serving at the pleasure of the City Council, and may be terminated without any right to notice or hearing, subject to the terms of the Agreement.

STAFF RECOMMENDATION: It is recommended that the City Council:

Adopt Resolution No. 2023-__: Authorizing the Execution of the Interim City Manager Employment Agreement between the City of Suisun City and Aaron Roth, Acting City Manager.

DOCUMENTS ATTACHED:

1. Resolution No. 2023-__: Authorizing the Execution of the Interim City Manager Employment Agreement between the City of Suisun City and Aaron Roth, Acting City Manager.

PREPARED BY:

Floy Andrews, Assistant City Attorney

REVIEWED BY:

Elena Gerli, City Attorney

APPROVED BY:

Elena Gerli, City Attorney

ATTACHMENTS:

1. [Resolution Approving the Interim City Manager Employment Agreement.pdf](#)

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WHEREAS, effective September 20, 2023, Aaron Roth was appointed to serve as the City of Suisun City's Acting City Manager ("Acting City Manager"); and

WHEREAS, the Acting City Manager desires to temporarily perform and assume responsibility for the provision of City Manager services to the City on an interim basis and, upon the conclusion of his services as Interim City Manager, he desires to return to the performance of his duties as Chief of Police pursuant to the terms and conditions of the Amended and Restated Chief of Police Employment Agreement.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 7th day of November 2023, by the following vote:

WITNESS my hand and the seal of said City this 7th day of November 2023.

01203.0004/933944.1

ATTACHMENT A
INTERIM CITY MANAGER AGREEMENT BETWEEN
CITY OF SUISUN CITY AND AARON ROTH

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CITY OF SUISUN CITY

INTERIM CITY MANAGER EMPLOYMENT AGREEMENT

This INTERIM CITY MANAGER EMPLOYMENT AGREEMENT (“Agreement”) is entered into the 7th day of November 2023, by and between the CITY OF SUISUN CITY, a general law city and municipal corporation (“City”) and Aaron Roth, an individual (“Employee”).

RECITALS

WHEREAS, it is the desire of the City Council of the City of Suisun City (hereinafter the "City Council") to appoint an individual to serve in the position of Interim City Manager; and

WHEREAS, California Government Code Section 34852 provides that an ordinance establishing a city manager form of government shall define the powers and duties of the city manager; and

WHEREAS, the duties of the city manager of the City are set forth in Suisun City Municipal Code (“SCMC”) Sections 2.08.080 through 2.08.230 and the job description for the position of City Manager; and

WHEREAS, pursuant to SCMC Section 2.08.020, “[t]he city manager shall be appointed by the city council solely on the basis of his executive and administrative qualifications and ability. He shall hold office at and during the pleasure of the city council[;]” and

WHEREAS, the City requires the services of an Interim City Manager to perform the duties of the position of City Manager; and

WHEREAS, Employee was appointed to the position of police chief beginning July 1, 2019 by the City’s City Manager by means of a Chief of Police Employment Agreement effective June 18, 2019; and

WHEREAS, effective November 25, 2020, Employee and the City entered into an updated employment agreement (the “Amended and Restated Chief of Police Employment Agreement”) which set forth the terms and conditions of Employee’s employment as the City’s police chief; and

WHEREAS, effective September 20, 2023, Employee was appointed to serve as the City’s Acting City Manager; and

WHEREAS, based on Employee’s qualifications and ability, the City Council now desires to employ Employee to serve as the Interim City Manager for the City effective November 7, 2023; and

WHEREAS, Employee desires to temporarily perform and assume responsibility for the provision of City Manager services to the City on an interim basis and upon the conclusion of his services as Interim City Manager he shall return to the performance of his duties as Chief of Police pursuant to the terms and conditions of the Amended and Restated Chief of Police Employment Agreement; and

WHEREAS, the parties wish to establish the terms and conditions of Employee's provision of Interim City Manager professional services to the City through this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the City and Employee hereby agree as follows:

AGREEMENT

1.0 EMPLOYMENT & DUTIES

1.1 Duties. City hereby temporarily employs Employee as Interim City Manager for the City to perform the functions and duties of the City Manager position as specified in the City Manager job description attached hereto as Exhibit "A", the City's Municipal Code, and in the Government Code of the State of California, and to perform such other legally permissible and proper duties and functions as the City Council shall, from time-to-time, direct or assign. The City reserves the right to adopt and/or amend the job description and functions and duties for the position of City Manager, as it deems necessary and appropriate, without requiring Employee's acquiescence or an amendment of this Agreement. Employee shall devote his best efforts and full-time attention to performance of these duties.

1.2 Work Schedule. It is recognized that Employee is expected to engage in the hours of work that are necessary to fulfill the obligations of the position, must be available at all times, and must devote a great deal of time outside the normal office hours to the business of the City. Employee acknowledges that proper performance of the duties of city manager will require Employee to generally observe normal business hours, as set by the City and may be duly revised from time-to-time (currently 8:00 a.m. to 6:00 p.m., Monday, Wednesday and Thursday; 8:00 a.m. to 7:00 p.m. on Tuesday), and will also often require the performance of necessary services outside of normal business hours. Notwithstanding the forgoing, Employee shall have discretion over his work schedule and work location and shall not be required to maintain a strict forty (40) hour per-week on-site presence at City Hall and may be occasionally absent from City Hall during normal business hours as is reasonable, provided occasional absence does not interfere with normal City business. Employee's compensation (whether salary or benefits or other allowances) is not based on hours worked, and Employee shall not be entitled to any compensation for overtime.

1.3 Other Activities. Employee shall focus his professional time, ability, and attention to City business during the term of this Agreement. Employee shall not engage, without the express prior written consent of the City Council, in any other business duties or pursuits whatsoever, or directly or indirectly render any services of a business, commercial, or professional nature to any other person or organization, whether for compensation or otherwise, that is or may be competitive with the City, that might cause a conflict-of-interest with the City, or that otherwise might interfere with the business or operation of the City or the satisfactory performance of the functions and duties of city manager. The foregoing shall not preclude occasional teaching, writing, or consulting performed during Employee's time off.

1.4 Employment Status. Employee shall serve at the will and pleasure of the City Council and understands he is an "at-will" employee subject to summary dismissal without any right of notice or hearing, including any so-called *Skelly* hearing. Subject to Article 4.0

(entitled “Right to Reappointment to Chief of Police Position”), the City Council may terminate Employee as Interim City Manager at any time in accordance with Section 3.4 below.

1.5 City Documents. All data, studies, reports and other documents prepared by Employee while performing his duties during the term of this Agreement shall be furnished to and become the property of the City, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to Employee in connection with the performance of this Agreement shall be held confidential by Employee to the extent permitted by applicable law, except as may be required by any governmental agency or court of competent jurisdiction. Such materials shall not be used by Employee, without the prior written consent of the City Council, for any purposes other than the performance of his duties. Additionally, no such materials may be disclosed to any person or entity not connected with the performance of services under this Agreement, except as required by (a) law, (b) any governmental agency, (c) subpoena, or (d) an order issued by a court of competent jurisdiction.

1.6 Exclusion from Competitive Service. Employee understands, acknowledges and agrees that he is exempt from the City’s personnel system pursuant to Suisun City Municipal Code §2.40.040 and the City’s Personnel Rules (Administrative Directive – AD 7) pursuant to Personnel Rule §1.4.9.

1.7 FLSA Exempt Status. Employee agrees that his position is that of an exempt employee for the purposes of the Fair Labor Standards Act.

1.8 Amended and Restated Chief of Police Employment Agreement. Throughout its entire term and except as expressly provided herein, this Agreement shall supersede and take precedence over all provisions of the Amended and Restated Chief of Police Employment Agreement. Upon the termination of this Agreement, Employee’s employment shall be subject to the terms and conditions of the Amended and Restated Chief of Police Employment Agreement.

2.0 COMPENSATION

2.1 Compensation. For the services rendered during the term of this Agreement, Employee’s base compensation commencing the first day of the first full payroll period following the Effective Date (as defined below) shall be Twenty Two Thousand Nine Hundred and Sixteen Dollars and Sixty Seven Cents (\$22,916.67) monthly (“Salary”) (equal to \$275,000 annually), which shall be paid on a pro-rated basis bi-weekly at the same time as other employees of the City are paid. Such Salary shall be adjusted for payroll taxes, workers’ compensation, and other payroll-related liability costs. During the term of this Agreement, Employee shall not be eligible for any pay incentives in addition to the Salary (for example, advanced education compensation, longevity pay) for which he may otherwise be eligible to receive as Chief of Police.

2.2 CalPERS Reporting. Employee acknowledges that the City makes no representation, and Employee shall not rely on any representation, that the difference in compensation provided in this Agreement and the compensation provided to Employee as Chief

of Police will be treated as “final compensation” under CalPERS regulations for purposes of calculating his CalPERS service retirement benefits.

3.0 TERM

3.1 Appointment Date. Employee shall be appointed Interim City Manager effective November 7, 2023, which date shall be deemed the effective date of this Agreement (“Effective Date”).

3.2 Term. The term of this Agreement shall begin on the Effective Date and shall automatically expire six months from the Effective Date (i.e. May 6, 2024), if not earlier terminated. This Agreement may be terminated at any time in accordance with Section 3.3 and 3.4, subject to Article 4.0 (entitled “Right to Reappointment to Chief of Police Position”). This Agreement may, by written amendment, be extended for up to three (3) additional months as Employee and the City Council mutually deem appropriate.

3.3 Termination by Employee. Employee may terminate this Agreement at any time, provided Employee provides the Mayor with at least thirty (30) calendar days’ advance written notice. In the event Employee terminates this Agreement, Employee shall automatically revert to the position of Chief of Police and shall thereafter be employed pursuant to the terms and conditions of the Amended and Restated Chief of Police Employment Agreement. No severance shall be due to Employee in the event of Employee’s termination of this Agreement

3.4 Termination by City. The City Council may terminate this Agreement at any time with or without cause, by providing written notice of the reason(s), subject to Article 4.0 (entitled “Right to Reappointment to Chief of Police Position”) below. The City Council’s right to terminate this Agreement pursuant to this Section 3.4 shall not be subject to or in any way limited by the City’s Personnel Rules or past City practices related to the employment, discipline or termination of the City’s employees, Suisun Municipal Code §2.08.250, or the Public Safety Officers Procedural Bill of Rights Act. Employee expressly waives any rights provided for the City Manager under the City’s Personnel Rules, Municipal Code, or under other state or federal law to any other form of pre- or post-termination hearing, appeal, or other administrative process pertaining to termination. Nothing herein, however, shall be construed to create a property interest, where one does not exist by rule of law, in the position of City Manager. No severance shall be due to Employee in the event of the City’s termination of this Agreement.

(a) Termination by City for Cause. The City may terminate this Agreement for cause at any time by providing Employee with written notice of the termination for cause and the facts and grounds constituting such cause. The term “cause” shall be defined to include any misconduct materially related to performance of official duties as Interim City Manager, including but not be limited to any of the following: 1) Breach of this Agreement, 2) Willful or persistent material breach of duties, 3) Resume fraud or other acts of material dishonesty, 4) Unauthorized absence or leave, 5) Conviction of a misdemeanor involving moral turpitude (i.e., offenses contrary to justice, honesty, or morality), conviction of a misdemeanor DUI, or conviction of a felony under California law, 6) Violation of the City’s anti-harassment policies and/or a finding that legally prohibited personal acts of harassment against a City official or employee or legally prohibited personal acts of discrimination against a City official or employee has occurred, 7) Violation of the City’s Municipal Code, Ordinances, Rules, and Regulations, including but not limited to the City’s Personnel Rules, 8) Use or possession of illegal

drugs, 9) Engaging in conduct tending to bring embarrassment or disrepute to the City, 10) Any illegal or unethical act involving personal gain, 11) A pattern of repeated, willful and intentional failure to carry out materially significant and legally constituted direction of the City Manager or policy decisions of the City Council, 12) Gross misfeasance or gross malfeasance, and 13) “abuse of office or position” as defined in Government Code §53243.4 (i.e., waste, fraud, and violation of the law under color of authority and crimes against public justice, including crimes involving bribery and corruption). For any of the foregoing, the City Council may, in its discretion, place Employee on paid or unpaid administrative leave until resolution.

(b) Termination by City Council Without Cause. The City Council may terminate this Agreement at any time without cause for any lawful reason, including based upon management reasons such as implementing the City’s goals or policies, including but not limited to: (i) change of administration, or (ii) incompatibility of management style, subject to Article 4.0 (entitled “Right to Reappointment to Chief of Police Position”) below.

(c) Automatic Termination Due to Appointment of Permanent City Manager. This Agreement shall automatically terminate as of the effective date of the appointment of a permanent City Manager. In such event, Employee shall be reappointed to the position of Chief of Police as provided in Article 4.0 (entitled “Right to Reappointment to Chief of Police Position”) below effective the appointment date of the permanent City Manager.

(d) Termination of Employment With City Subject to Amended and Restated Chief of Police Agreement. Termination of Employee’s employment with the City, including of his usual position of Chief of Police, shall be subject to the terms of and procedures set forth in the Amended and Restated Chief of Police Employment Agreement.

3.5 Statements Following Termination of this Agreement. In the event this Agreement is terminated by the City or Employee for any reason, neither party shall make any written or oral statements to members of the public, the press, or any City employee concerning Employee’s termination except in the form of a joint press release or statement which is mutually agreeable to both parties. The joint press release or statement shall not contain any text or information that is disparaging to the City or Employee. Either party may orally repeat the substance of the joint press release or statement in response to any inquiry. Nothing in this Section 3.5 shall be construed to limit the City’s obligations to comply with the requirements of the California Public Records Act.

4.0 RIGHT TO REAPPOINTMENT TO CHIEF OF POLICE POSITION

In the event this Agreement: i) automatically expires as provided in Section 3.2; ii) is terminated by Employee as provided in Section 3.3; iii) is terminated by the City for cause as provided in Section 3.4(a) or without cause as provided in Section 3.4(b); or iv) automatically terminates due to the appointment of a permanent City Manager as provided in Section 3.4(c), then Employee shall be reappointed to the position of Chief of Police and the terms and conditions of Employee’s employment as Chief of Police shall thereafter be as set forth in the Amended and Restated Chief of Police Employment Agreement.

5.0 CONTINUATION OF BENEFITS

During the term of this Agreement, Employee shall continue to receive the same benefits he received as Chief of Police prior to the Effective Date of this Agreement, as set forth in the Amended and Restated Chief of Police Employment Agreement. However, during the term of this Agreement, Employee shall not be eligible for any incentives or additions to the Salary (for example advanced education compensation, longevity pay) that Employee may be eligible to receive as Chief of Police.

6.0 TWO MONTHS ADDITIONAL SEVERANCE FOLLOWING TERMINATION OF THIS AGREEMENT

Section 4.1 of the Amended and Restated Chief of Police Employment Agreement provides that Employee shall receive severance in an amount equal to his monthly base then in effect multiplied by four (4), in the event of his termination without cause, provided he does not challenge such termination. In the event of Employee's termination as Chief of Police without cause within two (2) years following the termination of this Agreement, Employee shall receive an additional two (2) months' severance (i.e. 6 months' severance instead of 4 months), provided he does not challenge such termination. Such severance payment shall be subject to the same terms and conditions as set forth in the Amended and Restated Chief of Police Employment Agreement. This section 7.0 shall survive termination of this Agreement.

7.0 BONDS AND INDEMNIFICATION

7.1 Indemnification. To the extent mandated by the California Government Code, the City shall defend, hold harmless, and indemnify Employee against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Employee's services under this Agreement. This section shall not apply to any intentional tort or crime committed by Employee, to any action outside the course and scope of the services provided by Employee under this Agreement, or any other intentional or malicious conduct or gross negligence of Employee.

7.2 Bonds. City shall bear the full cost of any fidelity or other bonds, which may be required in the performance of Employee's services under this Agreement.

8.0 GENERAL PROVISIONS

8.1 Entire Agreement. Except for the Amended and Restated Chief of Police Employment Agreement, this Agreement represents the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing, between the parties with respect to Employee's employment by the City and contains all of the covenants and agreements between the parties with respect to such employment. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by either party, or anyone acting on behalf of either party, which are not embodied herein, and that no other agreement, statement or promises not contained in this Agreement (except as set forth in the Amended and Restated Chief of Police Employment Agreement) shall be valid or binding upon either party.

8.2 Amendment. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing, which amendment shall require City Council approval.

8.3 Notices. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or shall be sufficiently given when served upon the other party as sent by United States Postal Service, postage prepaid and addressed as follows:

To City:

Mayor
City of Suisun City
701 Civic Center Blvd.
Suisun City, California 94585

To Employee:

Aaron Roth
[On file with Human Resources Dept.]

Notices shall be deemed given as of the date of personal service or upon the date of deposit in the course of transmission with the United States Postal Service.

8.4 Conflicts Prohibited. During the term of this Agreement, Employee shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Employee's duties under this Agreement. Employee shall comply with all requirements of law, including but not limited to, Sections 87100 *et seq.*, Section 1090 and Section 1125 of the Government Code, and all other similar statutory and administrative rules.

8.5 Effect of Waiver. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

8.6 Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

8.7 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, which are in full force and effect as of the date of execution and delivery by each party hereto.

8.8 AB 1344. Assembly Bill 1344, which was subsequently enacted as Government Code §§ 53243 - 53243.4, sought to provide greater transparency in local government and institute certain limitations on compensation paid to local government executives. These statutes also require that contracts between local agencies and its employees include provisions requiring an employee who is convicted of a crime involving an abuse of her/his office or position to provide reimbursement to the local agency for the following forms of payment: (i) paid leave salary; (ii) criminal defense costs; (iii) cash settlement payments; and (iv) any non-contractual settlement payments. Accordingly, the Parties agree that it is their mutual intent to fully comply with these Government Code sections and all other applicable law as it exists as of the date of execution of this Agreement and as such laws may be amended from time to time thereafter.

Specifically, the following Government Code sections are called out and hereby incorporated by this Agreement:

§53243. Reimbursement of paid leave salary required upon conviction of crime involving office or position.

§53243.1. Reimbursement of legal criminal defense upon conviction of crime involving office or position.

§53243.2. Reimbursement of cash settlement upon conviction of crime involving office or position.

§53243.3. Reimbursement of noncontractual payments upon conviction or crime involving office or position.

§53243.4. "Abuse of office or position" defined.

Employee represents that Employee has reviewed, is familiar with, and agrees to comply fully with each of these provisions if any of these provisions are applicable to Employee, including that Employee agrees that any cash settlement or severance related to a termination that Employee may receive from the City shall be fully reimbursed to the local agency if Employee is convicted of a crime involving an abuse of Employee's office or position. The Government Code provisions referenced in this section are attached hereto in Exhibit "B".

8.9 Independent Legal Advice. The City and Employee represent and warrant to each other that each has received legal advice from independent and separate legal counsel with respect to the legal effect of this Agreement, or has had the opportunity to do so, and the City and Employee further represent and warrant that each has carefully reviewed this entire Agreement and that each and every term thereof is understood and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the party or its representatives who drafted it or who drafted any portion thereof.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the City of Suisun City has caused this Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its officers thereunto duly authorized, and Employee has signed and executed this Agreement, all in triplicate.

CITY OF SUISUN CITY

Alma Hernandez, Mayor

ATTEST:

Anita Skinner, City Clerk

APPROVED AS TO FORM:



Elena Q. Gerli, City Attorney

EMPLOYEE



Aaron Roth

EXHIBIT “A”

CITY MANAGER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under policy direction of the City Council, serves as the Chief Administrative Officer of the City; assumes full responsibility for planning, administering, directing, overseeing, and evaluating the activities and operations of all City departments; provides policy guidance to and coordinates the activities of management staff; facilitates the development and implementation of long and short range plans, policies, goals, objectives, and programs to provide the City with technical and administrative direction in meeting and maintaining City services standards; ensures public services are delivered in an efficient and effective manner; and provides highly complex administrative support to the City Council.

IDENTIFYING CHARACTERISTICS

The City Manager is considered the Chief Administrative Officer of the City with full responsibility for directing the activities of the City of Suisun City and is accountable to the City Council for the overall performance of the City in carrying out the City’s mission. This position is responsible for developing an organizational culture to ensure successful implementation of City programs and operations and for leading the City’s senior management team. This position provides policy guidance, advice, and counsel to the City Council regarding strategic policy and problem solving and assumes responsibility for implementing policy decisions made by the City Council.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assumes full management responsibility for all City and Redevelopment Agency operations; assesses ongoing operational needs through department heads and determines best organizational structure to meet goals and objectives; develops, recommends, and administers policies and procedures.
2. Directs the development and implementation of the City’s goals, objectives, policies, and priorities.
3. Establishes, within City policy, appropriate service and staffing levels; monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; allocates resources accordingly.
4. Plans, directs, and coordinates, through department heads, the work plan for the City; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures; meets with management staff to identify and resolve problems.

5. Assesses and monitors work load, administrative support systems, and internal reporting relationships; identifies opportunities for improvement and implements as appropriate; recommends organizational development plans to the City Council.
6. Selects, motivates, and evaluates personnel; resolves personnel concerns and issues.
7. Oversees the development and administration of the City budget; approves the forecast of funds needed for staffing, equipment, materials and supplies; approves expenditures and implements budgetary adjustments as appropriate and necessary; keeps Council advised of financial conditions, program progress, and present and future needs of the City.
8. Explains, justifies, and defends City programs, policies, and activities; negotiates and resolves sensitive and controversial issues.
9. Represents the City to all departments and outside agencies; coordinates City activities with those of other cities, counties, and outside agencies and organizations.
10. Provides staff assistance to the City Council; coordinates the preparation of the agenda for City Council meetings; prepares and presents staff reports and other necessary correspondence; provides advice and consultation to the City Council on the development and implementation of City programs and services.
11. Represents the City Council to employees, community groups, individual members of the public, and other governmental agencies; responds to the most difficult and sensitive complaints and requests for information.
12. Confers with department heads and managers concerning administrative and operational problems, work plans, and strategic plans; makes appropriate decisions or recommendations; oversees the preparation and implementation of long range plans for the City.
13. Serves as a resource for the City Council, department personnel, City staff, other organizations, and the public; coordinates pertinent information, resources, and work teams necessary to support a positive and productive environment.
14. Performs all duties as may be prescribed by City Council action; directs the preparation of plans and specifications for work that the City Council orders.
15. Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of public administration.
16. Responds to media inquiries, City Council concerns and issues, and community needs.
17. Responds to and resolves difficult and sensitive citizen inquiries and complaints.
18. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operations, services, and activities of a municipality.
Advanced principles and practices of public administration and local government administration.
Current social, political, and economic trends and operating characteristics/problems of municipal government.
Principles and practices of program development and administration.
Government, council, and local and state legislative processes.
Principles and practices of fiscal and strategic planning.
Methods of analyzing, evaluating, and modifying administrative procedures.
Principles and practices of municipal finance and budget preparation and administration.
Methods and techniques for goal setting and program evaluation.
Principles of supervision, training, and performance evaluation.
Pertinent federal, state, and local laws, codes, and regulations.
Principles of effective public relations and interrelationships with community groups and agencies, the private sector, and other levels of government.

Ability to:

Manage, direct, and provide effective leadership and coordinate the activities of a large municipal organization, including redevelopment, economic development, and neighborhood preservation programs.
Develop and administer sound City-wide goals, objectives, policies, work standards, internal controls, and methods for evaluating achievement and performance levels.
Plan, organize, and direct the work of staff.
Select, supervise, train, and evaluate staff.
Delegate authority and responsibility.
Negotiate and resolve complex issues.
Identify and respond to sensitive community, organizational, and City Council issues, concerns, and needs.
Prepare clear and concise administrative and financial reports.
Prepare and administer large and complex budgets.
Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
Research, analyze, and evaluate new service delivery methods and techniques.
Interpret and apply federal, state, and local policies, laws, and regulations.
Respond to inquiries or complaints and explain regulations and procedures to the general public, members of the business community, and representatives of other agencies and organizations.
Effectively present information to top management, public groups, and/or boards of directors.
Exercise sound, independent judgment within general policy guidelines.
Work with and coordinate the activities of administrative officials while encouraging their development as administrators.
Serve effectively as the administrative agent of the City Council
Represent the City Council to the general public and representatives of other agencies.
Facilitate group participation and consensus building
Deal constructively with conflict and develop consensus.
Operate office equipment including computers and supporting word processing, spreadsheet, and

database applications.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

A Bachelor's degree from an accredited college or university with major course work in public administration, business administration, economics, or related field. A Master's degree is highly desirable.

Experience:

Ten years of progressively responsible experience in municipal government including five years of management and administrative experience.

License or Certificate:

Possession of an appropriate driver's license.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office environment with some travel to different sites; incumbents may be required to work extended hours including evenings and weekends and may be required to travel outside City boundaries to attend meetings.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

October, 2006

Johnson & Associates

EXHIBIT "B"

GOVERNMENT CODE SECTIONS 53243-53243.4

53243. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides paid leave salary offered by the local agency to the officer or employee pending an investigation shall require that any salary provided for that purpose be fully reimbursed if the officer or employee is convicted of a crime involving an abuse of his or her office or position.

53243.1. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides funds for the legal criminal defense of an officer or employee shall require that any funds provided for that purpose be fully reimbursed to the local agency if the officer or employee is convicted of a crime involving an abuse of his or her office or position.

53243.2. On or after January 1, 2012, any contract of employment between an employee and a local agency employer shall include a provision which provides that, regardless of the term of the contract, if the contract is terminated, any cash settlement related to the termination that an employee may receive from the local agency shall be fully reimbursed to the local agency if the employee is convicted of a crime involving an abuse of his or her office or position.

53243.3. On or after January 1, 2012, if a local agency provides, in the absence of a contractual obligation, for any of the payments described in this article, then the employee or officer receiving any payments provided for those purposes shall fully reimburse the local agency that provided those payments in the event that the employee or officer is convicted of a crime involving the abuse of his or her office or position.

53243.4. For purposes of this article, "abuse of office or position" means either of the following:

(a) An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

(b) A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

AGENDA TRANSMITTAL

MEETING DATE: November 7, 2023

CITY AGENDA ITEM: Suisun City Municipal Code Update:

- a. Council Introduction and Waive First Reading of Ordinance No. ____: An Ordinance of the City Council of the City of Suisun City, California, Repealing Chapter 1.16 (Administrative Compliance Orders) and Amending Chapter 1.20 (Administrative Citations) to Title 1 (General Provisions); and Amending Sections 1.08.030, 5.04.460, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 12.12.090, 12.32.120, 15.04.090, and 21.08.020(A) of the Suisun City Municipal Code; and
- b. Discussion and possible action on a Resolution of the City Council of the City of Suisun City, California, Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code.

FISCAL IMPACT: Unknown at this time; increased costs related to enforcement will depend on policy direction.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: Early in 2023, the Mayor appointed Councilmember Dawson and then-Councilmember Hudson to the Illegal Dumping and Trash Ad Hoc Committee. The committee met with department heads and the City Attorney to address ways in which the City could strengthen its Municipal Code to minimize the impact of illegal dumping and accumulation of trash throughout the City.

Recently, the Council considered and adopted updates to Chapters 8.08 (Solid Wastes) and 8.12 (Public Nuisances). In order to more efficiently enforce the updated ordinances, as well as any other code provision, the City Attorney's Office proposes to update the civil fines provisions in the municipal code, removing references to specific civil fine amounts from the municipal code, and adoption of a civil fine schedule by city council resolution.

STAFF REPORT:

Proposed Ordinance

The proposed ordinance would repeal Chapter 1.16, update Chapter 1.08, revise and clarify the entirety of Chapter 1.20, and update and remove provisions throughout the code imposing civil fines for violations, so that such civil fines can be adopted by resolution of the City Council.

The ordinance would make the following changes:

- (i) Amend Section 1.08.030 such that the fines for infractions will track the fine Government Code Section 36900. These are not civil fines, but the language cleanup is included as it will be beneficial for enforcement. The reason for this update to the language is that Section 36900 is amended periodically –

to wit, since we adopted the fines in our code, the statute has added infraction fine amounts for building code violations and for violations of short term rentals ordinances. These added fines are higher, so we don't want our code to inadvertently limit the amount of fines that can be charged.

(ii) Repeal Chapter 1.16 (Administrative Compliance Orders) of the SCMC as it is duplicative of other provisions in the SCMC and is currently not being utilized.

(iii) Amend Chapter 1.20 (Administrative Citations) to clarify the process for the issuance of administrative citations and imposition of civil fines for violations of SCMC provisions.

Some examples include added definitions and language clean-ups, a section that expressly authorizes the City to contract for administrative citation processing, which would include processing appeals and recovery of fines, and a change from a hearing board to hear appeals to a hearing officer.

(iv) In order to make civil fines more consistent and easier to determine, the City Attorney also proposes to amend code sections that include specific fine amounts. (Note that Section 18.86.070 also should be amended, but will need to be reviewed by Planning Commission before it can be amended. That process has been started,)

Some examples include added definitions and language clean-ups, a section that expressly authorizes the City to contract for administrative citation processing, which would include processing appeals and recovery of fines, and a change from a hearing board to hear appeals to a hearing officer.

(iv) In order to make civil fines more consistent and easier to determine, the City Attorney also proposes to amend code sections that include specific fine amounts. (Note that Section 18.86.070 also should be amended, but will need to be reviewed by Planning Commission before it can be amended. That process has been started,)

Proposed Resolution

Additionally, this agenda item proposes a resolution which would establish the administrative penalty schedule by setting forth the fines for violations of the municipal code.

The resolution proposes three tiers of penalty fines for violations of the SCMC. It should be noted that the Council can provide direction on amounts and how many tiers, the resolution is a template and can be easily amended.

Tier 1 fines would be \$100 for the first violation; \$200 for the second violation; and \$500 for the third and subsequent violations within a 12-month period. These fines apply to all violations unless indicated in the resolution. These fine amount are in line with what most cities have adopted, and match the fines provided in the Government Code for infractions.

Tier 2 Fines would be \$500 for the first violation; \$750 for the second violation; and \$1,000 for the third and subsequent violations within a 12-month period. Tier 2 fines are suggested for violations of Chapter 8.04 (Fireworks), Chapter 8.08 (Solid Wastes), Chapter 8.12 (Public Nuisances), Chapter 13.10 (Stormwater Management and Discharge Control), and Title 15 (Buildings and Construction).

Tier 3 Fines would be \$1,000 for the first violation; \$2,500 for the second violation; and \$5,000 for the third and subsequent violations within a 12-month period. Right now we have no suggestions for specific codes at this level of fines, and are open to direction from the Council – the Council may decide to leave this tier blank for now, and only move certain code violations here if additional enforcement

power is desired at some point, or decide to remove this tier altogether.

The resolution also establishes that any penalty amount imposed pursuant to Chapter 1.20 of the SCMC and the resolution will be deemed delinquent if is not timely paid. The delinquency penalty will be equal to 3% of the amount of the penalty remaining unpaid to the City. The delinquent penalty is also a suggestion and can be removed or changed at council's direction.

The City Attorney requests direction from Council on the fines resolution, and recommends adoption on the same day as ordinance adoption so that the fines are not adopted before the code changes.

STAFF RECOMMENDATION: It is recommended that the City Council:

- a. Introduce and Conduct First Reading of Ordinance No. ____: An Ordinance of the City Council of the City of Suisun City, California, Repealing Chapter 1.16 (Administrative Compliance Orders) and Amending Chapter 1.20 (Administrative Citations) to Title 1 (General Provisions); and Amending Sections 1.08.030, 5.04.460, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 121.24.050, 12.32.120, 15.04.090, and 21.08.020(A) of the Suisun City Municipal Code; and
- b. Discussion and possible action on a Resolution of the City Council of the City of Suisun City, California, Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code.

DOCUMENTS ATTACHED:

1. Ordinance Amendment Civil Fines (Redline Version)
2. Ordinance Amendment Civil Fines (Clean Version)
3. Resolution Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code
4. PowerPoint Presentation

PREPARED BY:

Elena Gerli, City Attorney

REVIEWED BY:

Aaron Roth, Acting City Manager

APPROVED BY:

Aaron Roth, Acting City Manager

ATTACHMENTS:

1. [Ordinance Amendment Civil Fines Changes Redline Version.pdf](#)
2. [Ordinance Amendment Civil Fines Changes Clean Version.pdf](#)
3. [Resolution Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code.pdf](#)
4. [PowerPoint Presentation Proposed Updates to Administrative Penalties.pdf](#)
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ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA, REPEALING CHAPTER 1.16 (ADMINISTRATIVE COMPLIANCE ORDERS) AND AMENDING CHAPTER 1.20 (ADMINISTRATIVE CITATIONS) TO TITLE 1 (GENERAL PROVISIONS); AND AMENDING SECTIONS 1.08.030, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 12.1.24.050, 12.32.120, 15.04.090, AND 21.08.020(A) OF THE SUISUN CITY MUNICIPAL CODE

WHEREAS, the City of Suisun City is a general law city in the County of Solano, State of California.

WHEREAS, pursuant to the Suisun City Municipal Code (SCMC), fines are levied as an incident of a voluntary act of an individual or business and not the result of property ownership.

WHEREAS, the City is responsible for enforcement of the SCMC in its entirety.

WHEREAS, the SCMC includes Chapter 1.16 (Administrative Compliance Orders), which is duplicative of other provisions in the SCMC, and which is not being utilized.

WHEREAS, the City Council finds that the amount of civil fines imposed for violations of municipal code provisions should be removed from the SCMC and adopted by resolution for consistency and ease of use.

WHEREAS, the City Council desires to amend and update the provisions throughout the SCMC to provide clarity and consistency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY ORDAINS AS FOLLOWS:

SECTION 1: The above recitals are correct and incorporated herein by reference.

SECTION 2: Chapter 1.16 (Administrative Compliance Orders) of Title 1 (General Provisions) of the Suisun Municipal Code is repealed and deleted in its entirety.

SECTION 3: Section 1.08.030 (Infraction penalty) of Chapter 1.08 (General Penalty) of Title 1 (General Provisions) is amended to read:

Any person convicted of an infraction for violation of an ordinance of the city is punishable by:

~~A. — A fine not exceeding \$100.00 for a first violation;~~

1 B. ~~A fine not exceeding \$200.00 for a second violation of the same ordinance~~
2 ~~within one year;~~

3 C. ~~A fine not exceeding \$500.00 for each additional violation of the same ordinance~~
4 ~~within one year.~~ a fine as provided for in Section 36900 of the Government Code, including
5 any amendments or successor statutes thereto.

6 **SECTION 4:** Chapter 1.20 (Administrative Citations) of Title 1 (General Provisions)
7 of the Suisun Municipal Code is repealed and replaced with the following:

8 1.20.010 - Applicability.

9 A. This chapter provides for administrative citations which are in addition to all
10 other legal and equitable remedies and provides an alternative to any criminal prosecutions
11 which may be pursued by the city to address any violation of ~~Title 5, 6, 8, 9, 10, 12, 13, 15, 16,~~
12 ~~17, 18, 21 of~~ this code or of any regulations adopted under the authority of this code.

13 B. Use of the remedies and procedures of this chapter shall be at the city's sole
14 discretion, ~~of the enforcement officers and enforcement officials authorized to proceed under~~
15 ~~this chapter~~ and shall not limit or preclude the use of criminal or civil injunctive code
16 enforcement proceedings in addition or in conjunction with this chapter.

17 1.20.020 - Definitions.

18 For purposes of this chapter, the following words and phrases shall have the meanings
19 respectively ascribed to them in this section:

20 "City" means the City of Suisun City.

21 "City manager" means the city's City Manager, and shall include their designee.

22 "Enforcement officer" means any city employee or agent of the city with the authority
23 to enforce any provision of this code ~~to which this chapter is applicable.~~

24 ~~"Enforcement official" means the principal supervisor of a department or a division of~~
25 ~~a department to which an enforcement officer is empowered to issue administrative citations~~
26 ~~under this chapter.~~

27 "Finance director" means the city's Director of Finance and shall include their designee.

28 "Person" means an individual or entity of any kind.

 1.20.030 - ~~Description of citation~~ Administrative citations.

1 A. Whenever an enforcement officer determines that a violation of any provision
2 of this code ~~to which this chapter is applicable~~ has occurred, the enforcement officer shall have
3 the authority to issue an administrative citation to any person responsible for the violation.

4 B. Prior to the issuance of an administrative citation for a violation which pertains
5 to building, plumbing, electrical, or similar structural or zoning matters that does not create an
6 immediate danger to health or safety, the enforcement officer shall provide a reasonable period
7 of time not less than five business days to correct or otherwise remedy the violation.~~For~~
8 ~~violations that are not~~

9 CB. Each administrative citation shall contain the following information:

- 10 1. The date of the violation;
- 11 2. The address or a definite description of the location where the violation occurred
12 or is occurring;
- 13 3. The code section ~~or sections of this code~~ violated and a description of the acts
14 or omissions constituting the violation;
- 15 4. The amount of the penalty for the code violation, which amount shall be set by
16 city council resolution;
- 17 5. A description of the penalty payment process, including a description of the time
18 within which and the place to which the penalty shall be paid;
- 19 ~~6. An order prohibiting the continuation or repeated occurrence of the code~~
20 ~~violation described in the administrative citation;~~
- 21 67. A description of the administrative citation review process, including the time
22 within which the administrative citation may be contested and the place from which a request
23 for hearing form to contest the administrative citation may be obtained; and

24 78. The name and signature of the enforcement officer.

25 ~~C. Prior to the issuance of an administrative citation for a violation which pertains~~
26 ~~to building, plumbing, electrical, or similar structural or zoning matters that do not create an~~
27 ~~immediate danger to health or safety, the enforcement officer shall provide a reasonable period~~
28 ~~of time not less than five business days to correct or otherwise remedy the violation.~~D.

Each day a violation continues is a new violation and may be cited as such.

1.20.040 - ~~Notice~~Service.

1 A. An administrative citation may be served by personal delivery on any person
2 determined to be responsible for the violation, or by certified mail, postage prepaid, return
3 receipt requested, addressed to a location reasonably ~~calculated~~ likely to give notice to the
4 responsible party of the administrative citation, or posted in a conspicuous location on or in the
vicinity of the property.

5 B. All notices ~~required by this chapter to be served~~ subsequent to service of a
6 citation may be served either by personal delivery or by certified mail, postage prepaid, return
7 receipt requested, and shall be deemed effective on the date of personal delivery or when the
8 certified mail is either delivered or delivery attempted. If the certified mail receipt is returned
9 unsigned, then service may instead be effected by regular first class mail, postage prepaid,
10 provided that the notice sent by regular mail is not returned by the postal service as
11 undeliverable, and shall be deemed effective three calendar days following deposit of the notice
12 in the mail.

13 C. Where a violation of code provisions concerning the condition of real property
14 is involved, an administrative citation ~~or~~ subsequent written notices ~~authorized by this chapter~~
15 may be served by personal delivery or by certified mail at the property owner address shown
16 on the last equalized county assessment roll. Where such

17 ~~D. —Where a violation of code provisions concerning the condition of real property~~
18 ~~is involved and personal~~ delivery or service by certified mail upon the property owner is
19 unsuccessful, service may be effected alternately or additionally by posting a copy of the ~~order~~
20 citation or notice at a conspicuous location on the property which is the subject of the
21 ~~order~~ citation or notice. Where service of any citation or notice ~~required under this chapter~~ is
22 effected in compliance with the requirements of this section ~~and with due process~~, the asserted
23 failure of any person to receive the notice shall not affect the validity of the citation, notice, or
any proceedings ~~taken under this chapter~~ related thereto.

24 1.20.050 Amount of administrative penalties.

25 The amounts of administrative penalties for code violations imposed pursuant to this
26 chapter are set, and may be amended from time to time, forth in Chapter 1.08, "General
27 penalty," of the Suisun City Code, except where otherwise specified by city council resolution.
Late payment shall be subject to late payment penalties as established by city council resolution.

28 1.20.054 Authority to outsource collection and administrative hearing procedures.

1 The city may, at its discretion, hire a service provider to process administrative citations
2 and appeals in accordance with Section 1.20.050 et seq. Any such vendor shall be deemed the
3 city's designee.

4 1.20.060 - Payment of administrative penalties.

5 A. The administrative penalty ~~for an administrative citation~~ shall be paid to the city
6 through its finance director ~~or designee~~ within ~~thirty 30~~ calendar days from the date the
7 administrative citation is served. If a hearing is requested pursuant to Section 1.20.070, the
8 administrative penalty shall be deposited with the finance director ~~or designee~~ or a notice shall
9 be filed with the finance director ~~or designee~~ that an advance hardship waiver has been
10 requested as required in Section 1.20.080.

11 B. Any administrative ~~citation~~ penalty shall be refunded in accordance with Section
12 1.20.110(F) if it is determined, after a hearing, that the person charged in the administrative
13 citation was not responsible for the violation or that ~~there was~~ no violation ~~by the person~~
14 ~~charged in the administrative citation occurred.~~

15 ~~C. Payment of an administrative penalty under this chapter shall not bar~~
16 ~~enforcement proceedings for any continuation or repeated occurrence of any code violation that~~
17 ~~is the subject of an administrative citation.~~

18 1.20.070 - Hearing request.

19 A. Any recipient of an administrative citation may ~~contest~~ appeal the citation on
20 the grounds that ~~he or she had not committed an~~ violation ~~of the code occurred~~, or that
21 ~~contestant they is are~~ not responsible for the violation, by filing a request for hearing form with
22 the finance director ~~or designee~~ within ~~thirty calendar~~ 30 days from the date of service of the
23 administrative citation, together with either an advance deposit of the administrative penalty or
24 a request for advance deposit hardship waiver form.

25 ~~B. A request for hearing form may be obtained from the finance director or designee.~~

26 ~~BC.~~ The person requesting the hearing shall be notified by first class mail, postage
27 prepaid, of the time and place set for the hearings by mailing a notice of hearing at least ~~ten~~
28 ~~calendar~~ 10 days prior to the date of the hearing.

29 ~~CD.~~ If the enforcement officer submits an additional written report concerning the
30 administrative citation to the hearing ~~board officer~~ for consideration at the hearing, a copy of

1 this report also shall be mailed to the person requesting the hearing at least five ~~calendar~~ days
2 prior to the hearing date.

3 1.20.080 - Advance deposit hardship waiver.

4 A. Any person who claims to be financially unable to make the advance deposit of
5 the fine as required in Section 1.20.070(A) may file a request for an advance deposit hardship
6 waiver.

7 B. The request shall be filed with the finance director ~~or designee~~ on or before the
8 filing of a hearing request, and may only be made by the person who was issued the citation.

9 C. Upon receipt and review of satisfactory evidence, the finance director or
10 designee may waive the requirement of an advance deposit. It
11 A hardship waiver request shall
12 must be accompanied by a sworn declaration by the requestor, together with any supporting
13 evidence demonstrating the person's-requestor's actual financial inability to deposit the full
14 amount of the fine in advance of the hearing.

15 ~~D. If the finance director or designee determines not to waive the advance deposit, the~~
16 ~~person shall remit the deposit to the city within ten calendar days of the date of the notice of~~
17 ~~that decision in order to secure the hearing.~~

18 DE. The finance director ~~or designee~~ shall issue a written determination listing the
19 reasons for determining to issue or not issue the advance deposit hardship waiver. The written
20 determination of the finance director ~~or designee~~ shall be final, subject only to judicial review
21 as provided by law.

22 1. Upon receipt and review of satisfactory evidence, the finance director shall
23 waive the requirement of an advance deposit.

24 2. If the finance director determines not to waive the advance deposit, the requestor
25 shall remit the deposit to the city within 10 days of the date of the notice of that decision in
26 order to secure the hearing.

27 EF. The ~~finance director's~~ written determination ~~of the finance director or designee~~
28 shall be served upon the person who applied for the advance deposit hardship waiver.

1.20.090 - Hearing ~~board~~ officer.

The city manager shall designate an impartial three person hearing board hearing officer
to hear an appeal pursuant to Section 1.20.070. The enforcement officer shall not be a member
of the hearing board.

1.20.100 - Hearing procedures.

A. No appeal hearing ~~to contest an administrative citation before a hearing board~~ shall be noticed unless the administrative penalty has been deposited in advance in accordance with Section 1.20.070(A), or an advance deposit hardship waiver has been issued in accordance with Section 1.20.080.

B. A hearing ~~before the hearing board~~ shall be set for a date that is not less than ~~fifteen calendar~~15 days and not more than ~~sixty calendar~~60 days from the date of the filing of the request for hearing. ~~The party contesting the administrative citation may request one continuance for any reason, in writing, no less than twenty four hours in advance of the scheduled hearing, the deferred hearing shall not be deferred more than ninety calendar days after the request for hearing was made. A request for continuance made less than twenty four hours before the scheduled hearing may be granted, by the hearing board, based upon urgency only. The hearing may be continued for good cause.~~

C. ____ At the hearing, the ~~party contesting the administrative citation~~appellant shall be given the opportunity to testify and present evidence and cross-examine witnesses concerning the ~~administrative citation~~violation. That ~~contestant~~appellant may appear personally or through an attorney. Prehearing discovery is not authorized, but subpoena of witnesses and documents shall be permitted as authorized by law. The ~~hearing board may conduct the hearing~~ shall be conducted informally, both as to rules of procedure and admission of evidence, in any manner which will provide a fair hearing.

D. The failure of ~~any recipient of an administrative citation~~an appellant to appear at the ~~administrative citation~~ hearing may be deemed an admission of the violation by the recipient and an admission that the amount of the administrative penalty is appropriate and may constitute a failure to exhaust administrative remedies barring judicial review.

E. The administrative citation and any additional report submitted by the enforcement officer shall constitute presumptive evidence of the respective facts contained in those documents.

F. The hearing ~~board officer~~ may continue the hearing ~~and to~~ request additional information from the enforcement officer or the ~~recipient of the administrative citation~~appellant ~~prior to issuing a written decision.~~

1.20.110 - Hearing ~~board's officer's~~ decision.

1 A. After considering all of the testimony and evidence submitted at the hearing, the
2 hearing ~~board~~officer shall, based on a preponderance of the evidence, issue a written decision
3 to ~~uphold or cancel~~sustain or overturn the administrative ~~citation~~fine and the reason for that
4 decision. ~~The decision of the hearing board shall be issued within thirty 15 calendar days~~
5 ~~following of the completion of the hearing, and shall include findings of fact and conclusions~~
6 ~~of law. The hearing board officer shall issue written findings on each violation. The findings~~
7 ~~shall be supported by evidence received at the hearing. The decision of the hearing board shall~~
8 ~~be final upon service on the responsible party, subject only to judicial review as allowed by~~
9 ~~law.~~

10 B. ~~Within ten days following the conclusion of the hearing, the hearing board shall~~
11 ~~make findings and issue a decision regarding: 1. The existence of the violation; and 2. The extent~~
12 ~~of compliance with the order.~~

13 C. ~~The hearing board shall issue written findings on each violation. The findings shall be~~
14 ~~supported by evidence received at the hearing.~~

15 D. ~~If the hearing board determines from a preponderance of the evidence that the~~
16 ~~contestant committed the violation charged in the administrative citation, the amount assessed~~
17 ~~by the hearing board shall become debt to the city collectable through the process provided~~
18 ~~herein. The amount deposited with the city pursuant to Section 1.20.070 shall be applied to the~~
19 ~~amount assessed by the hearing board. Any excess shall be refunded.~~

20 BE. If the hearing ~~board~~officer determines that the administrative citation should be
21 upheld and the fine has not been deposited pursuant to an advance deposit hardship waiver, the
22 hearing ~~officer~~board shall set forth in the decision a payment schedule for the fine.

23 CF. If the hearing ~~board~~officer determines that the administrative ~~citation~~fine
24 should ~~not~~ be ~~sustained~~overturned, the city shall, within ~~ten 10 calendar~~ days of the
25 ~~ruling decision~~, refund the amount ~~of the deposited administrative penalty~~.

26 DG. The recipient of the administrative citation shall be served with a copy of the
27 hearing board's written decision within ~~ten 5 calendar~~ days ~~following it~~of issuance.

28 F. The decision of the hearing officer shall be final upon service on the responsible
party, subject only to judicial review pursuant to Section 53069.4 of the Government Code. The
hearing officer's decision shall provide notice of this right of judicial review and the time
allowed therefore by law.

1 GH. The employment, performance evaluation, compensation and benefits of the
2 hearing ~~board-officer~~ shall not be directly or indirectly conditioned upon the amount of the
3 administrative citation fines and other penalties upheld by the hearing ~~board~~officer.

4 1.20.120 — Collection of aAdministrative penalties.

5 A. ~~The hearing board may impose administrative penalties and any other penalties~~
6 ~~adopted by council resolution in effect on the date when the violation occurred.~~

7 B. — Administrative fines ~~and other penalties~~ sustained by the hearing ~~board~~officer
8 are a debt owed to the city and in addition to all other means of enforcement, if the violation
9 concerns the condition of real property, may be enforced by means of a lien against the real
10 property on which the violation occurred in accordance with Section 1.20.170. ~~Failure to pay~~
11 ~~administrative penalties within the time allowed under this chapter shall constitute a violation~~
12 ~~of this code punishable as a misdemeanor, and, upon conviction thereof, shall be punishable as~~
13 ~~provided in Section 1.08.020 of this code.~~

14 1.20.130 - Administrative costs.

15 A. The hearing ~~board-officer~~ may assess administrative costs against the ~~violation~~
16 ~~person found responsible for the violation~~ when ~~the hearing board determines that a violation~~
17 ~~has occurred~~they sustain the administrative fine and that compliance was not achieved by the
18 date of commencement of hearing.

19 B. Administrative costs may include any and all costs incurred by the city ~~(both~~
20 ~~direct and indirect costs)~~ in investigating and commencing administrative proceedings for the
21 ~~violation as well as any and all costs incurred by the city~~ in connection with the hearing ~~before~~
22 ~~the hearing board~~, including, but not limited to, cost of the enforcement officer incurred in
23 preparation for the hearing and participating in the hearing itself and costs of the city to conduct
24 the hearing. Failure to pay administrative costs in the amount specified in the administrative
25 hearing ~~board's-officer's~~ decision on or before the date specified in that decision ~~shall constitute~~
26 ~~a violation of this code punishable as a misdemeanor and shall further be subject to collection~~
27 ~~as otherwise provided for administrative penalties herein~~may be collected in the same manner
28 as delinquent fines.

1.20.140 - Failure to pay administrative penalties and costs.

Failure to pay the assessed administrative penalties and/or administrative costs specified
in a hearing board's decision may be enforced as:

1 A. A personal obligation of the ~~violation~~person found responsible for the violation;
2 and/or

3 B. If the violation is in connection with real property, a lien upon the real property
4 in accordance with Section 1.20.170, which shall remain in effect until all of the administrative
5 penalties, interests, and administrative costs are paid in full;~~and/or~~

6 ~~C. A criminal misdemeanor.~~

7 1.20.150 - Judicial review.

8 Any person subject to a decision of the hearing ~~board~~officer may obtain review of the
9 decision in the appropriate court pursuant to the provisions of California Government Code
10 Section 53069.4.~~The administrative order shall provide notice of this right of judicial review
and the time allowed therefore by law.~~

11 1.20.160 - Collection of administrative penalties.

12 The city may collect the amount the assessed administrative penalties and administrative
13 costs by use of all available legal means, including recording of a lien pursuant to the provisions
14 of this chapter.

15 1.20.170 - Lien procedure.

16 A. Whenever the amount of any administrative penalty and/or administrative cost
17 imposed ~~pursuant to this chapter~~ in connection with real property has not been satisfied in full
18 within ~~ninety~~90 days~~-, unless tolled by a timely request for judicial review pursuant to~~
19 Government Code Section 53069.4 or reversed by court order, this obligation may constitute a
20 lien against any real property involved where any violation was determined to concern the
21 condition of that real property, or as a special assessment against the property where the code
22 violation occurred.

23 ~~B. Prior to recording any such lien, the finance director or designee shall prepare~~
24 and file with the city clerk a report stating the amounts due and owing. The city clerk shall fix
25 a time, date, and place for the city council to hearing such report and any protests or objections
26 thereto by the city council.

27 ~~C.F. The finance director or designee shall cause written notice to be served on each~~
28 property owner whose interest is disclosed by the current county equalized assessment roll not
less than ten calendar10 days prior to the time set for the hearing.

1 D. The lien provided herein shall have no force and effect until recorded with the
2 county auditor. Once recorded, the lien shall have the force and effect and priority of a judgment
3 lien governed by the provisions of Section 697.340 of the California Code of Civil Procedure
4 and may be extended as provided in Sections 683.110 through 683.220 of the California Code
5 of Civil Procedure.~~after the administrative penalty and/or administrative cost imposition~~
6 ~~becomes final, this obligation may constitute a lien against any real property involved where~~
7 ~~any violation was determined to concern the condition of that real property, or special~~
8 ~~assessment against the property where a property related code violation occurred.~~

9 B. ~~Once recorded, the administrative order shall have the force and effect and~~
10 ~~priority of a judgment lien governed by the provisions of Section 697.340 of the California~~
11 ~~Code of Civil Procedure and may be extended as provided in Sections 683.110 through 683.200~~
12 ~~of the California Code of Civil Procedure.~~

13 EC. Interest shall accrue on the principal amount of the judgment remaining
14 unsatisfied pursuant to law.

15 D. ~~Prior to recording any such lien, the finance director or designee shall prepare~~
16 ~~and file with the city clerk a report stating the amounts due and owing.~~

17 E. ~~The city clerk shall fix a time, date and place for hearing such report and any~~
18 ~~protests or objections thereto by the city council.~~

19 F. ~~The finance director or designee shall cause written notice to be served on each~~
20 ~~property owner whose interest is disclosed by the current county equalized assessment roll not~~
21 ~~less than ten calendar days prior to the time set for the hearing.~~

22 1.20.180 - Public hearing and protests of proposed liens.

23 A. Any person owning a legal or equitable interest in real property proposed to be
24 subject to a lien pursuant to Section 1.20.170 may file a written protest with the city clerk and/or
25 may protest orally at the city council hearing.

26 B. Each written protest or objection must contain a description of the property in
27 which the protesting party has a legal or equitable interest and the grounds of such protest or
28 objection. The grounds for protest or objection, and any evidence or testimony submitted in
 support or in opposition to the imposition of a lien, shall be confined to whether the amount of
 any administrative penalty and/or administrative cost imposed was satisfied in full within the
 time allowed by law and/or successfully challenged by a timely writ of mandate.

1 C. The city council, after the hearing, shall adopt a resolution confirming,
2 discharging, or modifying the amount of lien based upon evidence produced at the hearing.

3 1.20.190 - Recording of lien.

4 Thirty ~~calendar~~ days following the adoption of a resolution by the city council imposing
5 a lien, the finance director or designee shall file a certified copy of the cost report with the
6 Solano County auditor. The finance director or designee shall request the auditor to enter each
7 assessment on the Solano County tax roll and collect the amount of the assessment at the time
8 and in the manner of ordinary municipal taxes. The lien may carry such additional
administrative charges as set forth by resolution of the city council.

9 1.20.200 Personal obligation.

10 Any costs or penalties subject to collection under this chapter may be recovered as a
11 personal obligation against the responsible party and may be referred to a collection agency or
12 the City Attorney's Office for collection. Upon referral of these costs and obligations, the
13 collection agency and the City Attorney's Office may seek collection through any legal means
14 provided to them, including judicial action. Nothing in this section shall be affected by or affect
15 the city's use of any other procedure provided in this chapter or by law to collect unpaid costs
16 and penalties.

17 **SECTION 4.** Section 5.04.460 (Violations and Penalties) of Article VII (Enforcement)
18 of Chapter 5.04 (Business Licenses Generally) of Title 5 (Business Taxes, Licenses and
Regulations) is amended to read:

19 A. Any person, firm, corporation or other entity violating any provisions of this title
20 shall be guilty of an infraction punishable pursuant to Chapter 1.08. Any failure to obtain the
21 proper permits and licenses for a period of one day after being cited under this chapter, including
22 each additional one day period thereafter, shall be an additional violation subject to the same
23 penalties set forth in this section Each day of a violation of this chapter shall be deemed a new
violation.

24 B. ~~Any person, firm, corporation or other entity which is guilty of an infraction~~
25 ~~under this chapter shall be punished by:~~

26 1. ~~A fine not exceeding one hundred dollars for the first violation;~~

27 2. ~~A fine not exceeding two hundred dollars for a second conviction of a violation~~
28 ~~of this chapter within one year; and~~

1 ~~3. A fine not exceeding five hundred dollars for a third or subsequent conviction~~
2 ~~within one year.~~

3 ~~C. In addition to the punishment set forth in this section,~~ any person guilty of a
4 violation of this chapter shall be liable for such costs, expenses and disbursements paid or
5 incurred by the city in correction abatement and prosecution of the violation.

6 **SECTION 5:** Section 5.16.240 (Violation—Penalty) of Chapter 5.16 (Pawnbrokers,
7 Secondhand Dealers And Junk Dealers) of Title 5 (Business Taxes, Licenses and Regulations)
8 is amended to read:

9 Whenever in this chapter any act is prohibited or made or declared to be unlawful or an
10 offense, or the doing of any act is required, or the failure to do any act if forbidden or declared
11 unlawful, the violation of any such provision of this chapter is an infraction ~~punishable by a~~
12 ~~fine not exceeding five hundred dollars.~~ Every day any violation of this chapter continues
13 constitutes a separate offense.

14 **SECTION 6:** Section 6.07.040(B) (Enforcement and penalties) of Chapter 6.07
15 (Dangerous Animals) of Title 6 (Animals) is amended to read:

16 B. Violations and Penalties. Any violation of this chapter involving a dangerous
17 animal shall be a misdemeanor punishable ~~by a fine not to exceed one thousand dollars~~ in
18 accordance with Chapter 1.08.

19 **SECTION 7:** Subsection (U) of Section 8.04.050 (Safe and Sane Fireworks) of Chapter
20 8.04 (Fireworks) of Title 8 (Health and Safety) is amended to read:

21 U. Administrative Fines and Penalties

22 1. This chapter authorizes the imposition of administrative fines on any person who
23 violates any provision of this chapter in order to encourage and obtain compliance with the
24 provisions of this chapter for the benefit and protection of the entire community.

25 2. The issuance of citations, imposing administrative fines, right to appeal, and the
26 right for an administrative hearing shall be performed in accordance with chapter 1.20.

27 3. This chapter governs the imposition, enforcement, collection and administrative
28 review of all administrative fines, related to the possession, use, storage, sale and/or display of
quantities less than 25 pounds of those fireworks classified as “dangerous fireworks” in
California Health and Safety Code Section 12500, et seq., with the exception of a pyrotechnic
licensee when operating pursuant to that license; and the use of “safe and sane fireworks” as

defined in California Health and Safety Code Section 12500 et seq. on or at dates, times and/or locations other than those permitted by this chapter. Said administrative fines are imposed under authority of Government Code Section 53069.4, Health and Safety Code Section 12557, and the police power of the city.

4. Administrative Fines. Each person who violates any provision of this code as it relates to the possession, use, storage, sale and/or display of “dangerous fireworks” shall be subject to the imposition and payment of an administrative fine ~~or fines as provided below~~ as set by city council resolution.

Number of Offense in One Year Period	Amount of Administrative Penalty	Late Charge	Total Amount of Penalty plus Late Charge
First	\$500.00	\$150.00	\$650.00
Second	\$750.00	\$250.00	\$1,000.00
Third	\$1,000.00	\$500.00	\$1,500.00

Number of Offense in One Year Period	Amount of Administrative Penalty	Late Charge	Total Amount of Penalty plus Late Charge
First	\$250.00	\$50.00	\$300.00
Second	\$500.00	\$100.00	\$600.00
Third	\$750.00	\$200.00	\$950.00

5. Payment of the administrative fine shall not excuse or discharge a citee from the duty to immediately abate and correct a violation of this chapter, nor from any other responsibility or legal consequences for a continuation or a repeated occurrence(s) of a violation of this chapter.

6. Because of the serious threat of fire or injury posed by the use of dangerous fireworks” that can result from persistent or repeated failures to comply with the provisions of this code and the effect of such conditions or activities on the safety and the use and enjoyment of surrounding properties and to the public health, safety and welfare, this chapter imposes strict

1 civil liability upon the owners of residential real property for all violations of this code existing
2 on their residential real property.

3 ~~7. Issuance of Administrative Citation Contents. Whenever an enforcement officer (EO)~~
4 ~~determines that a violation of the code has occurred, the EO shall issue an administrative~~
5 ~~citation in compliance with the requirements of chapter 1.20.~~

6 **SECTION 8:** Subsection (E) of Section 8.10.150 (Enforcement) of Chapter 8.10
7 (Specific Regulations for Organic Waste Disposal Reduction, Recycling, and Solid Waste
8 Collection and Recycling Programs) of Title 8 (Health and Safety) is amended to read:

9 E. Penalty Amounts for Types of Violations. The penalty levels for city-issued
10 notices of violation ~~are as follows:~~

11 ~~1. For a first violation, the amount of the base penalty shall be \$50.00 per violation.~~

12 ~~2. For a second violation, the amount of the base penalty shall be \$100.00 per~~
13 ~~violation.~~

14 ~~3. For a third or subsequent violation, the amount of the base penalty shall be~~
15 ~~\$250.00 per violation shall be set by city council resolution.~~

16 **SECTION 9:** Subsection (F) of Section 9.16.010 (Juvenile curfew) of the Chapter 9.16
17 (Curfew for Minors) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

18 F. Penalties and Fines.

19 1. Violation of any portion of this section shall constitute an infraction ~~punishable~~
20 ~~by a fine not to exceed one hundred dollars for the first violation, a fine not to exceed two~~
21 ~~hundred dollars for the second violation within one year and a fine not to exceed five hundred~~
22 ~~dollars for each additional violation within one year.~~ There shall be a separate infraction for
23 each day on which a violation occurs. The city shall furnish notice of any citation for an
24 infraction under this section to the parent or legal guardian of the minor who committed the
25 infraction. The fines imposed under this section shall not be invalidated in the event that the
26 minor's parent or legal guardian does not receive or was not sent notice of the citation or the
27 fines associated therewith.

28 2. In addition to the fines listed in subsection (F)(1) of this section, the city may
recover administrative and transportation costs from parents or guardians of juvenile offenders
who violate this section consistent with the provisions of California Welfare and Institutions
Code Section 625.5 and in the amounts established in the city's master fee schedule.

3. Enforcement pursuant to this section shall be undertaken by the city of Suisun City through its police department and the city attorney.

SECTION 10: Section 9.21.040 (Administrative Fines) of Chapter 9.21 (Social Hosts) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

In addition to any and all other costs, fees, penalties and expenses which may be assessed or imposed as a result of a violation of this chapter, any person who violates any provision of this chapter shall be liable and responsible for, and shall pay to the city an administrative fine ~~of \$1,000.00~~ in an amount set by city council resolution.

SECTION 11: Subsection (B) of Section 9.28.080 (Abandoned carts) of Chapter 9.28 (Shopping Carts) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

B. Administrative Costs and Fines.

1. Any owner that fails to retrieve any abandoned cart after receiving the notice by the city shall pay the administrative fees established in the city's master fee schedule for providing notice to the owner and for retrieving and storing the cart.

2. Any owner that fails to retrieve an abandoned cart within three days of receiving the notice in accordance with this article in excess of three times during a specified six-month period shall be subject to ~~the fine established in the city's master fee schedule for each occurrence~~ an administrative fine pursuant to Chapter 1.20. An occurrence includes all carts owned by the owner that are impounded by the city in a one-day period. This fine shall be in addition to any other fees or costs that are due pursuant to the city's master fee schedule, and shall not be exclusive of any other remedies or penalties available to the city.

SECTION 12: Section 12.12.090 (Prohibitions on smoking at city parks and recreational areas) of Chapter 12.12 (Parks and Recreation Facilities) of Title 12 (Streets, Sidewalks and Public Places) is amended to read:

A1. No person shall smoke a cigarette, cigar, pipe, electronic smoking device, or any other combustible substance within a city park or recreational area except in a designated area, or dispose of a lighted or unlighted cigarette, cigar, pipe, or any other combustible substance or tobacco-related waste within a park, marina waters or recreational facility, except in an ashtray or other device designated for such disposal.

B2. Tot lot sandbox areas or playgrounds as defined in California Health and Safety Code Section 104495, shall remain governed by said Section 104495 as well as by this section.

1 ~~C3.~~ Any person who violates this section is guilty of an infraction ~~and shall be~~
2 ~~punished by a fine of \$250.00 for each violation of this section, in accordance with Chapter~~
3 ~~1.08.~~ Punishment under this section shall not preclude punishment pursuant to Health and
4 Safety Code Section 104495, as well as Section 13002, Section 374.4 of the Penal Code, or any
5 other provision of state law.

6 **SECTION 13:** Section 12.24.050 (Violations) of Chapter 12.24 (Camping on Public
7 Property) of Title 12 (Parks and Recreation Facilities) of Title 12 (Streets, Sidewalks and Public
8 Places) is amended to read:

9 The first violation of this chapter shall be an infraction punishable by a fine not
10 exceeding \$50.00. The second and each subsequent violation of this chapter within a one-year
11 period, may be prosecuted as a misdemeanor, punishable ~~by a fine not exceeding \$1,000.00 or~~
12 ~~by imprisonment in the county jail not to exceed six months, or by both such fine and~~
13 ~~imprisonment~~ in accordance with Chapter 1.08.

14 **SECTION 14:** Section 12.32.120 (Violations) of Chapter 12.32 (Special Events Permit)
15 of Title 12 (Streets, Sidewalks and Public Places) is amended to read:

16 A. Violations of this chapter shall be charged to the applicant and/or sponsor of the
17 event pursuant to Chapters 1.08 (General Penalty) as infractions, and 1.20 (Administrative
18 Citations) of this Code, as well as any other remedies available to the city at law or equity.
19 Unauthorized use of city water is punishable by a civil fine ~~not exceeding \$250.00 per day of~~
20 ~~water use~~ in an amount set by City Council resolution.

21 B. In addition to the penalties provided for in Chapters 1.08 (General Penalty) and
22 1.20 (Administrative Citations) of this Code, sponsors, applicants, or participants of an event
23 may be cited and/or ejected from the public property for violations of this chapter, or other
24 unlawful conduct, after notice and an opportunity to cure the violation.

25 **SECTION 15:** Section 15.04.090 (Violations and penalties) of Chapter 15 (Permits –
26 Uniform Code) of Title 15 (Buildings and Construction) is amended to read:

27 A. It is unlawful for any person, firm or corporation to erect, construct, enlarge,
28 alter, repair, move, improve, remove, convert, demolish, equip, use, occupy or maintain any
building, structure or building service equipment or cause or permit the same to be done in
violation of this chapter.

1 B. Any person, firm, corporation or other entity which violates any of the
2 provisions of this chapter including any of the codes adopted by reference, or who violates or
3 fails to comply with any order made thereunder, or who builds in violation of any detailed
4 statement of specification of plans submitted and approved thereunder, or any certificate or
5 permit issued thereunder, and from which no appeal has been taken, or who fails to comply
6 with such an order as affirmed or modified by the city council or by a court of competent
jurisdiction shall be guilty of an infraction unless otherwise provided in this code.

7 C. Any person, firm, corporation or other entity which is guilty of an infraction
8 under this chapter ~~shall be punished by:~~

9 ~~1. A fine not exceeding \$100.00 for the first violation;~~

10 ~~2. A fine not exceeding \$500.00 for a second or subsequent conviction within one-~~
11 ~~year is punishable pursuant to the fine amounts as set forth in Section 36900(c) of the~~
12 ~~Government Code relating to violations of building and safety codes, including any~~
13 ~~amendments or successor statutes thereto.~~

14 D. Any failure to correct the condition for which the infraction is imposed within a
15 period of seven days after the issuance of a citation, and for each seven-day period thereafter
16 may be treated as a separate and additional violation subject to the same penalties set forth
herein.

17 E. In addition to the penalties set forth above, any violation beyond the third
18 conviction within a one-year period or any willful violation of this section which creates an
19 immediate threat to the health, safety or welfare of the members of the public or the occupants
20 of any structure in violation of this section may be charged as a misdemeanor punishable as
21 provided in Chapter 1.08.

22 ~~FD.~~ In addition to the penalties set forth herein, any person, firm, corporation or other
23 entity guilty of a violation of this chapter shall be liable for such costs, expenses and
24 disbursements paid or incurred by the city in correction, abatement and prosecution of the
violation.

25 **SECTION 16:** Subsection (A) of Section 21.08.020 (Penalties) of the Chapter 21.08
26 (Rates) of Title 21 (Marinas) is amended to read:

27 A. Any person violating any of the provisions of this title shall be guilty of an
28 infraction, punishable ~~by fines as authorized by Government Code Section 36900. Said fine is~~

1 ~~not to exceed one hundred dollars for the first conviction; two hundred dollars for a second~~
2 ~~conviction within one year; and five hundred dollars for a third or subsequent conviction within~~
3 ~~one year in accordance with Chapter 1.08. Upon conviction, each day on which any violation of~~
4 ~~this title is committed or permitted, may be~~ Each day a violation continues is considered a
5 separate offense, ~~punishable as specified by this section.~~

6 **SECTION 17: SEVERABILITY.** If any section, subsection, sentence, clause, or
7 phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of
8 any court of competent jurisdiction, such decision will not affect the validity of the remaining
9 portions of this ordinance. The City Council hereby declares that it would have passed this
10 ordinance and each and every section, subsection, sentence, clause, or phrase not declared
11 invalid or unconstitutional without regard to whether any portion of the ordinance would be
12 subsequently declared invalid or unconstitutional.

13 **SECTION 18: ADOPTION AND EFFECTIVE DATE.** This Ordinance shall be in
14 full force and effect 30 days after its second reading and adoption.

15 **SECTION 19: PUBLICATION.** The City Clerk is directed to cause this Ordinance
16 to be published within 15 days of its passage in a newspaper of general circulation published
17 and circulated within the City of Suisun City.

18 **PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council
19 of the City of Suisun City, California, on this ____ day of November 2023.

20 _____
Alma Hernandez, Mayor

21 ATTEST:

22 _____
23 Anita Skinner, City Clerk

24
25 APPROVED AS TO FORM
26 AND LEGAL CONTENT:
27 Aleshire & Wynder, LLP
28 _____

Elena Q. Gerli, City Attorney

CERTIFICATION

I, Anita Skinner, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing ordinance was introduced at a regular meeting of the said City Council held on November __, 2023 and passed and adopted at a regular meeting of said City Council held on November __, 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this __ day of November 2023.

Anita Skinner
City Clerk

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ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA, REPEALING CHAPTER 1.16 (ADMINISTRATIVE COMPLIANCE ORDERS) AND AMENDING CHAPTER 1.20 (ADMINISTRATIVE CITATIONS) TO TITLE 1 (GENERAL PROVISIONS); AND AMENDING SECTIONS 1.08.030, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 12.1.24.050, 12.32.120, 15.04.090, AND 21.08.020(A) OF THE SUISUN CITY MUNICIPAL CODE

WHEREAS, the City of Suisun City is a general law city in the County of Solano, State of California.

WHEREAS, pursuant to the Suisun City Municipal Code (SCMC), fines are levied as an incident of a voluntary act of an individual or business and not the result of property ownership.

WHEREAS, the City is responsible for enforcement of the SCMC in its entirety.

WHEREAS, the SCMC includes Chapter 1.16 (Administrative Compliance Orders), which is duplicative of other provisions in the SCMC, and which is not being utilized.

WHEREAS, the City Council finds that the amount of civil fines imposed for violations of municipal code provisions should be removed from the SCMC and adopted by resolution for consistency and ease of use.

WHEREAS, the City Council desires to amend and update the provisions throughout the SCMC to provide clarity and consistency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY ORDAINS AS FOLLOWS:

SECTION 1: The above recitals are correct and incorporated herein by reference.

SECTION 2: Chapter 1.16 (Administrative Compliance Orders) of Title 1 (General Provisions) of the Suisun Municipal Code is repealed and deleted in its entirety.

SECTION 3: Section 1.08.030 (Infraction penalty) of Chapter 1.08 (General Penalty) of Title 1 (General Provisions) is amended to read:

Any person convicted of an infraction for violation of an ordinance of the city is punishable by a fine as provided for in Section 36900 of the Government Code, including any amendments or successor statutes thereto.

SECTION 4: Chapter 1.20 (Administrative Citations) of Title 1 (General Provisions) of the Suisun Municipal Code is repealed and replaced with the following:

1.20.010 - Applicability.

A. This chapter provides for administrative citations which are in addition to all other legal and equitable remedies and provides an alternative to any criminal prosecutions which may be pursued by the city to address any violation of this code or of any regulations adopted under the authority of this code.

B. Use of the remedies and procedures of this chapter shall be at the city's sole discretion, and shall not limit or preclude the use of criminal or civil injunctive code enforcement proceedings in addition or in conjunction with this chapter.

1.20.020 - Definitions.

For purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them in this section:

"City" means the City of Suisun City.

"City manager" means the city's City Manager, and shall include their designee.

"Enforcement officer" means any city employee or agent of the city with the authority to enforce any provision of this code.

"Finance director" means the city's Director of Finance and shall include their designee.

"Person" means an individual or entity of any kind.

1.20.030 - Administrative citations.

A. Whenever an enforcement officer determines that a violation of any provision of this code has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation.

B. Prior to the issuance of an administrative citation for a violation which pertains to building, plumbing, electrical, or similar structural or zoning matters that does not create an immediate danger to health or safety, the enforcement officer shall provide a reasonable period of time not less than five business days to correct or otherwise remedy the violation.

C. Each administrative citation shall contain the following information:

1. The date of the violation;

2. The address or a definite description of the location where the violation occurred or is occurring;

1 3. The code section violated and a description of the acts or omissions constituting
2 the violation;

3 4. The amount of the penalty for the code violation, which amount shall be set by
4 city council resolution;

5 5. A description of the penalty payment process, including a description of the time
6 within which and the place to which the penalty shall be paid;

7 6. A description of the administrative citation review process, including the time
8 within which the administrative citation may be contested and the place from which a request
9 for hearing form to contest the administrative citation may be obtained; and

10 7. The name and signature of the enforcement officer.

11 D. Each day a violation continues is a new violation and may be cited as such.

12 1.20.040 - Service.

13 A. An administrative citation may be served by personal delivery on any person
14 determined to be responsible for the violation, or by certified mail, postage prepaid, return
15 receipt requested, addressed to a location reasonably likely to give notice to the responsible
16 party of the administrative citation, or posted in a conspicuous location on or in the vicinity of
17 the property.

18 B. All notices subsequent to service of a citation may be served either by personal
19 delivery or by certified mail, postage prepaid, return receipt requested, and shall be deemed
20 effective on the date of personal delivery or when the certified mail is either delivered or
21 delivery attempted. If the certified mail receipt is returned unsigned, then service may instead
22 be effected by regular first class mail, postage prepaid, provided that the notice sent by regular
23 mail is not returned by the postal service as undeliverable, and shall be deemed effective three
24 calendar days following deposit of the notice in the mail.

25 C. Where a violation of code provisions concerning the condition of real property
26 is involved, an administrative citation or subsequent written notices may be served by personal
27 delivery or by certified mail at the property owner address shown on the last equalized county
28 assessment roll. Where such delivery or service by certified mail upon the property owner is
unsuccessful, service may be effected alternately or additionally by posting a copy of the
citation or notice at a conspicuous location on the property which is the subject of the citation
or notice. Where service of any citation or notice is effected in compliance with the

requirements of this section, the asserted failure of any person to receive the notice shall not affect the validity of the citation, notice, or any proceedings related thereto.

1.20.050 Amount of administrative penalties.

The amounts of administrative penalties for code violations imposed pursuant to this chapter are set, and may be amended from time to time, by city council resolution. Late payment shall be subject to late payment penalties as established by city council resolution.

1.20.054 Authority to outsource collection and administrative hearing procedures.

The city may, at its discretion, hire a service provider to process administrative citations and appeals in accordance with Section 1.20.050 et seq. Any such vendor shall be deemed the city's designee.

1.20.060 - Payment of administrative penalties.

A. The administrative penalty shall be paid to the city through its finance director within 30 days from the date the administrative citation is served. If a hearing is requested pursuant to Section 1.20.070, the administrative penalty shall be deposited with the finance director or a notice shall be filed with the finance director that an advance hardship waiver has been requested as required in Section 1.20.080.

B. Any administrative penalty shall be refunded in accordance with Section 1.20.110(F) if it is determined, after a hearing, that the person charged in the administrative citation was not responsible for the violation or that no violation occurred.

1.20.070 - Hearing request.

A. Any recipient of an administrative citation may appeal the citation on the grounds that no violation occurred, or that they are not responsible for the violation, by filing a request for hearing form with the finance director within 30 days from the date of service of the administrative citation, together with either an advance deposit of the administrative penalty or a request for advance deposit hardship waiver form.

B. The person requesting the hearing shall be notified by first class mail, postage prepaid, of the time and place set for the hearings by mailing a notice of hearing at least 10 days prior to the date of the hearing.

C. If the enforcement officer submits an additional written report concerning the administrative citation to the hearing officer for consideration at the hearing, a copy of this

1 report also shall be mailed to the person requesting the hearing at least five days prior to the
2 hearing date.

3 1.20.080 - Advance deposit hardship waiver.

4 A. Any person who claims to be financially unable to make the advance deposit of
5 the fine as required in Section 1.20.070(A) may file a request for an advance deposit hardship
6 waiver.

7 B. The request shall be filed with the finance director on or before the filing of a
8 hearing request, and may only be made by the person who was issued the citation.

9 C. A hardship waiver request must be accompanied by a sworn declaration by the
10 requestor, together with any supporting evidence demonstrating the requestor's actual financial
11 inability to deposit the full amount of the fine in advance of the hearing.

12 D. The finance director shall issue a written determination listing the reasons for
13 determining to issue or not issue the advance deposit hardship waiver. The written
14 determination of the finance director shall be final, subject only to judicial review as provided
15 by law.

16 1. Upon receipt and review of satisfactory evidence, the finance director shall
17 waive the requirement of an advance deposit.

18 2. If the finance director determines not to waive the advance deposit, the requestor
19 shall remit the deposit to the city within 10 days of the date of the notice of that decision in
20 order to secure the hearing.

21 E. The finance director's written determination shall be served upon the person
22 who applied for the advance deposit hardship waiver.

23 1.20.090 - Hearing officer.

24 The city manager shall designate an impartial hearing officer to hear an appeal pursuant
25 to Section 1.20.070.

26 1.20.100 - Hearing procedures.

27 A. No appeal hearing shall be noticed unless the administrative penalty has been
28 deposited in advance in accordance with Section 1.20.070(A), or an advance deposit hardship
waiver has been issued in accordance with Section 1.20.080.

1 B. A hearing shall be set for a date that is not less than 15 days and not more than
2 60 days from the date of the filing of the request for hearing. The hearing may be continued for
3 good cause.

4 C. At the hearing, the appellant shall be given the opportunity to testify and present
5 evidence and cross-examine witnesses concerning the violation. That appellant may appear
6 personally or through an attorney. Prehearing discovery is not authorized, but subpoena of
7 witnesses and documents shall be permitted as authorized by law. The hearing shall be
8 conducted informally, both as to rules of procedure and admission of evidence, in any manner
9 which will provide a fair hearing.

10 D. The failure of an appellant to appear at the hearing may be deemed an admission
11 of the violation by the recipient and an admission that the amount of the administrative penalty
12 is appropriate and may constitute a failure to exhaust administrative remedies barring judicial
13 review.

14 E. The administrative citation and any additional report submitted by the
15 enforcement officer shall constitute presumptive evidence of the respective facts contained in
16 those documents.

17 F. The hearing officer may continue the hearing to request additional information
18 from the enforcement officer or the appellant.

19 1.20.110 - Hearing officer's decision.

20 A. After considering all of the testimony and evidence submitted at the hearing, the
21 hearing officer shall, based on a preponderance of the evidence, issue a written decision to
22 sustain or overturn the administrative fine and the reason for that decision. The decision of the
23 shall be issued within 15 days of the completion of the hearing, and shall include findings of
24 fact and conclusions of law. The hearing officer shall issue written findings on each violation.
25 The findings shall be supported by evidence received at the hearing.

26 B. If the hearing officer determines that the administrative citation should be upheld
27 and the fine has not been deposited pursuant to an advance deposit hardship waiver, the hearing
28 officer shall set forth in the decision a payment schedule for the fine.

C. If the hearing officer determines that the administrative fine should be
overturned, the city shall, within 10 days of the decision, refund the amount deposited.

1 D. The recipient of the administrative citation shall be served with a copy of the
2 hearing board's written decision within 5 days of issuance.

3 F. The decision of the hearing officer shall be final upon service on the responsible
4 party, subject only to judicial review pursuant to Section 53069.4 of the Government Code. The
5 hearing officer's decision shall provide notice of this right of judicial review and the time
6 allowed therefore by law.

7 G. The employment, performance evaluation, compensation and benefits of the
8 hearing officer shall not be directly or indirectly conditioned upon the amount of the
9 administrative citation fines and other penalties upheld by the hearing officer.

10 1.20.120 – Collection of administrative penalties.

11 A. Administrative fines sustained by the hearing officer are a debt owed to the city
12 and in addition to all other means of enforcement, if the violation concerns the condition of real
13 property, may be enforced by means of a lien against the real property on which the violation
14 occurred in accordance with Section 1.20.170.

15 1.20.130 - Administrative costs.

16 A. The hearing officer may assess administrative costs against the person found
17 responsible for the violation when they sustain the administrative fine.

18 B. Administrative costs may include any and all costs incurred by the city in
19 connection with the hearing, including, but not limited to, cost of the enforcement officer
20 incurred in preparation for the hearing and participating in the hearing itself and costs of the
21 city to conduct the hearing. Failure to pay administrative costs in the amount specified in the
22 administrative hearing officer's decision on or before the date specified in that decision may be
23 collected in the same manner as delinquent fines.

24 1.20.140 - Failure to pay administrative penalties and costs.

25 Failure to pay the assessed administrative penalties and/or administrative costs specified
26 in a hearing board's decision may be enforced as:

27 A. A personal obligation of the person found responsible for the violation; and/or

28 B. If the violation is in connection with real property, a lien upon the real property
in accordance with Section 1.20.170, which shall remain in effect until all of the administrative
penalties, interests, and administrative costs are paid in full.

1.20.150 - Judicial review.

1 Any person subject to a decision of the hearing officer may obtain review of the decision
2 in the appropriate court pursuant to the provisions of California Government Code Section
3 53069.4.

4 1.20.160 - Collection of administrative penalties.

5 The city may collect the amount the assessed administrative penalties and administrative
6 costs by use of all available legal means, including recording of a lien pursuant to the provisions
7 of this chapter.

8 1.20.170 - Lien procedure.

9 A. Whenever the amount of any administrative penalty and/or administrative cost
10 imposed in connection with real property has not been satisfied in full within 90 days, unless
11 tolled by a timely request for judicial review pursuant to Government Code Section 53069.4 or
12 reversed by court order, this obligation may constitute a lien against any real property involved
13 where any violation was determined to concern the condition of that real property, or as a special
14 assessment against the property where the code violation occurred.

15 B. The finance director shall prepare and file with the city clerk a report stating the
16 amounts due and owing. The city clerk shall fix a time, date, and place for the city council to
17 hear such report and any protests or objections thereto.

18 C. The finance director shall cause written notice to be served on each property
19 owner whose interest is disclosed by the current county equalized assessment roll not less than
20 10 days prior to the time set for the hearing.

21 D. The lien provided herein shall have no force and effect until recorded with the
22 county auditor. Once recorded, the lien shall have the force and effect and priority of a judgment
23 lien governed by the provisions of Section 697.340 of the California Code of Civil Procedure
24 and may be extended as provided in Sections 683.110 through 683.220 of the California Code
25 of Civil Procedure.

26 E. Interest shall accrue on the principal amount of the judgment remaining
27 unsatisfied pursuant to law.

28 1.20.180 - Public hearing and protests of proposed liens.

A. Any person owning a legal or equitable interest in real property proposed to be
subject to a lien pursuant to Section 1.20.170 may file a written protest with the city clerk and/or
may protest orally at the city council hearing.

1 B. Each written protest or objection must contain a description of the property in
2 which the protesting party has a legal or equitable interest and the grounds of such protest or
3 objection. The grounds for protest or objection, and any evidence or testimony submitted in
4 support or in opposition to the imposition of a lien, shall be confined to whether the amount of
5 any administrative penalty and/or administrative cost imposed was satisfied in full within the
6 time allowed by law and/or successfully challenged by a timely writ of mandate.

7 C. The city council, after the hearing, shall adopt a resolution confirming,
8 discharging, or modifying the amount of lien based upon evidence produced at the hearing.

9 1.20.190 - Recording of lien.

10 Thirty days following the adoption of a resolution by the city council imposing a lien,
11 the finance director or designee shall file a certified copy of the cost report with the Solano
12 County auditor. The finance director or designee shall request the auditor to enter each
13 assessment on the Solano County tax roll and collect the amount of the assessment at the time
14 and in the manner of ordinary municipal taxes. The lien may carry such additional
15 administrative charges as set forth by resolution of the city council.

16 1.20.200 Personal obligation.

17 Any costs or penalties subject to collection under this chapter may be recovered as a
18 personal obligation against the responsible party and may be referred to a collection agency or
19 the City Attorney's Office for collection. Upon referral of these costs and obligations, the
20 collection agency and the City Attorney's Office may seek collection through any legal means
21 provided to them, including judicial action. Nothing in this section shall be affected by or affect
22 the city's use of any other procedure provided in this chapter or by law to collect unpaid costs
23 and penalties.

24 **SECTION 4.** Section 5.04.460 (Violations and Penalties) of Article VII (Enforcement)
25 of Chapter 5.04 (Business Licenses Generally) of Title 5 (Business Taxes, Licenses and
26 Regulations) is amended to read:

27 A. Any person, firm, corporation or other entity violating any provisions of this title
28 shall be guilty of an infraction punishable pursuant to Chapter 1.08. Each day of a violation of
this chapter shall be deemed a new violation.

1 B. Any person guilty of a violation of this chapter shall be liable for such costs,
2 expenses and disbursements paid or incurred by the city in correction abatement and
3 prosecution of the violation.

4 **SECTION 5:** Section 5.16.240 (Violation—Penalty) of Chapter 5.16 (Pawnbrokers,
5 Secondhand Dealers And Junk Dealers) of Title 5 (Business Taxes, Licenses and Regulations)
6 is amended to read:

7 Whenever in this chapter any act is prohibited or made or declared to be unlawful or an
8 offense, or the doing of any act is required, or the failure to do any act if forbidden or declared
9 unlawful, the violation of any such provision of this chapter is an infraction. Every day any
10 violation of this chapter continues constitutes a separate offense.

11 **SECTION 6:** Section 6.07.040(B) (Enforcement and penalties) of Chapter 6.07
12 (Dangerous Animals) of Title 6 (Animals) is amended to read:

13 B. Violations and Penalties. Any violation of this chapter involving a dangerous
14 animal shall be a misdemeanor punishable in accordance with Chapter 1.08.

15 **SECTION 7:** Subsection (U) of Section 8.04.050 (Safe and Sane Fireworks) of Chapter
16 8.04 (Fireworks) of Title 8 (Health and Safety) is amended to read:

17 U. Administrative Fines and Penalties

18 1. This chapter authorizes the imposition of administrative fines on any person who
19 violates any provision of this chapter in order to encourage and obtain compliance with the
20 provisions of this chapter for the benefit and protection of the entire community.

21 2. The issuance of citations, imposing administrative fines, right to appeal, and the
22 right for an administrative hearing shall be performed in accordance with chapter 1.20.

23 3. This chapter governs the imposition, enforcement, collection and administrative
24 review of all administrative fines, related to the possession, use, storage, sale and/or display of
25 quantities less than 25 pounds of those fireworks classified as “dangerous fireworks” in
26 California Health and Safety Code Section 12500, et seq., with the exception of a pyrotechnic
27 licensee when operating pursuant to that license; and the use of “safe and sane fireworks” as
28 defined in California Health and Safety Code Section 12500 et seq. on or at dates, times and/or
locations other than those permitted by this chapter. Said administrative fines are imposed under
authority of Government Code Section 53069.4, Health and Safety Code Section 12557, and
the police power of the city.

1 4. Administrative Fines. Each person who violates any provision of this code as it
2 relates to the possession, use, storage, sale and/or display of “dangerous fireworks” shall be
3 subject to the imposition and payment of an administrative fine as set by city council resolution.

4 5. Payment of the administrative fine shall not excuse or discharge a citee from the
5 duty to immediately abate and correct a violation of this chapter, nor from any other
6 responsibility or legal consequences for a continuation or a repeated occurrence(s) of a violation
7 of this chapter.

8 6. Because of the serious threat of fire or injury posed by the use of dangerous
9 fireworks” that can result from persistent or repeated failures to comply with the provisions of
10 this code and the effect of such conditions or activities on the safety and the use and enjoyment
11 of surrounding properties and to the public health, safety and welfare, this chapter imposes strict
12 civil liability upon the owners of residential real property for all violations of this code existing
13 on their residential real property.

14 **SECTION 8:** Subsection (E) of Section 8.10.150 (Enforcement) of Chapter 8.10
15 (Specific Regulations for Organic Waste Disposal Reduction, Recycling, and Solid Waste
16 Collection and Recycling Programs) of Title 8 (Health and Safety) is amended to read:

17 E. Penalty Amounts for Types of Violations. The penalty levels for city-issued
18 notices of violation shall be set by city council resolution.

19 **SECTION 9:** Subsection (F) of Section 9.16.010 (Juvenile curfew) of the Chapter 9.16
20 (Curfew for Minors) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

21 F. Penalties and Fines.

22 1. Violation of any portion of this section shall constitute an infraction. There shall
23 be a separate infraction for each day on which a violation occurs. The city shall furnish notice
24 of any citation for an infraction under this section to the parent or legal guardian of the minor
25 who committed the infraction. The fines imposed under this section shall not be invalidated in
26 the event that the minor's parent or legal guardian does not receive or was not sent notice of the
27 citation or the fines associated therewith.

28 2. In addition to the fines listed in subsection (F)(1) of this section, the city may
recover administrative and transportation costs from parents or guardians of juvenile offenders
who violate this section consistent with the provisions of California Welfare and Institutions
Code Section 625.5 and in the amounts established in the city's master fee schedule.

3. Enforcement pursuant to this section shall be undertaken by the city of Suisun City through its police department and the city attorney.

SECTION 10: Section 9.21.040 (Administrative Fines) of Chapter 9.21 (Social Hosts) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

In addition to any and all other costs, fees, penalties and expenses which may be assessed or imposed as a result of a violation of this chapter, any person who violates any provision of this chapter shall be liable and responsible for, and shall pay to the city an administrative fine in an amount set by city council resolution.

SECTION 11: Subsection (B) of Section 9.28.080 (Abandoned carts) of Chapter 9.28 (Shopping Carts) of Title 9 (Public Peace, Morals and Welfare) is amended to read:

B. Administrative Costs and Fines.

1. Any owner that fails to retrieve any abandoned cart after receiving the notice by the city shall pay the administrative fees established in the city's master fee schedule for providing notice to the owner and for retrieving and storing the cart.

2. Any owner that fails to retrieve an abandoned cart within three days of receiving the notice in accordance with this article in excess of three times during a specified six-month period shall be subject to an administrative fine pursuant to Chapter 1.20. An occurrence includes all carts owned by the owner that are impounded by the city in a one-day period. This fine shall be in addition to any other fees or costs that are due pursuant to the city's master fee schedule, and shall not be exclusive of any other remedies or penalties available to the city.

SECTION 12: Section 12.12.090 (Prohibitions on smoking at city parks and recreational areas) of Chapter 12.12 (Parks and Recreation Facilities) of Title 12 (Streets, Sidewalks and Public Places) is amended to read:

A. No person shall smoke a cigarette, cigar, pipe, electronic smoking device, or any other combustible substance within a city park or recreational area except in a designated area, or dispose of a lighted or unlighted cigarette, cigar, pipe, or any other combustible substance or tobacco-related waste within a park, marina waters or recreational facility, except in an ashtray or other device designated for such disposal.

B. Tot lot sandbox areas or playgrounds as defined in California Health and Safety Code Section 104495, shall remain governed by said Section 104495 as well as by this section.

1 C. Any person who violates this section is guilty of an infraction, in accordance
2 with Chapter 1.08. Punishment under this section shall not preclude punishment pursuant to
3 Health and Safety Code Section 104495, as well as Section 13002, Section 374.4 of the Penal
4 Code, or any other provision of state law.

5 **SECTION 13:** Section 12.24.050 (Violations) of Chapter 12.24 (Camping on Public
6 Property) of Title 12 (Parks and Recreation Facilities) of Title 12 (Streets, Sidewalks and Public
7 Places) is amended to read:

8 The first violation of this chapter shall be an infraction punishable by a fine not
9 exceeding \$50.00. The second and each subsequent violation of this chapter within a one-year
10 period, may be prosecuted as a misdemeanor, punishable in accordance with Chapter 1.08.

11 **SECTION 14:** Section 12.32.120 (Violations) of Chapter 12.32 (Special Events Permit)
12 of Title 12 (Streets, Sidewalks and Public Places) is amended to read:

13 A. Violations of this chapter shall be charged to the applicant and/or sponsor of the
14 event pursuant to Chapters 1.08 (General Penalty) as infractions, and 1.20 (Administrative
15 Citations) of this Code, as well as any other remedies available to the city at law or equity.
16 Unauthorized use of city water is punishable by a civil fine in an amount set by City Council
17 resolution.

18 B. In addition to the penalties provided for in Chapters 1.08 (General Penalty) and
19 1.20 (Administrative Citations) of this Code, sponsors, applicants, or participants of an event
20 may be cited and/or ejected from the public property for violations of this chapter, or other
21 unlawful conduct, after notice and an opportunity to cure the violation.

22 **SECTION 15:** Section 15.04.090 (Violations and penalties) of Chapter 15 (Permits –
23 Uniform Code) of Title 15 (Buildings and Construction) is amended to read:

24 A. It is unlawful for any person, firm or corporation to erect, construct, enlarge,
25 alter, repair, move, improve, remove, convert, demolish, equip, use, occupy or maintain any
26 building, structure or building service equipment or cause or permit the same to be done in
27 violation of this chapter.

28 B. Any person, firm, corporation or other entity which violates any of the
provisions of this chapter including any of the codes adopted by reference, or who violates or
fails to comply with any order made thereunder, or who builds in violation of any detailed
statement of specification of plans submitted and approved thereunder, or any certificate or

1 permit issued thereunder, and from which no appeal has been taken, or who fails to comply
2 with such an order as affirmed or modified by the city council or by a court of competent
3 jurisdiction shall be guilty of an infraction unless otherwise provided in this code.

4 C. Any person, firm, corporation or other entity which is guilty of an infraction
5 under this chapter is punishable pursuant to the fine amounts as set forth in Section 36900(c) of
6 the Government Code relating to violations of building and safety codes, including any
7 amendments or successor statutes thereto.

8 D. Any failure to correct the condition for which the infraction is imposed within a
9 period of seven days after the issuance of a citation, and for each seven-day period thereafter
10 may be treated as a separate and additional violation subject to the same penalties set forth
11 herein.

12 E. In addition to the penalties set forth above, any violation beyond the third
13 conviction within a one-year period or any willful violation of this section which creates an
14 immediate threat to the health, safety or welfare of the members of the public or the occupants
15 of any structure in violation of this section may be charged as a misdemeanor punishable as
16 provided in Chapter 1.08.

17 F. In addition to the penalties set forth herein, any person, firm, corporation or other
18 entity guilty of a violation of this chapter shall be liable for such costs, expenses and
19 disbursements paid or incurred by the city in correction, abatement and prosecution of the
20 violation.

21 **SECTION 16:** Subsection (A) of Section 21.08.020 (Penalties) of the Chapter 21.08
22 (Rates) of Title 21 (Marinas) is amended to read:

23 A. Any person violating any of the provisions of this title shall be guilty of an
24 infraction, punishable in accordance with Chapter 1.08. Each day a violation continues is
25 considered a separate offense.

26 **SECTION 17: SEVERABILITY.** If any section, subsection, sentence, clause, or
27 phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of
28 any court of competent jurisdiction, such decision will not affect the validity of the remaining
portions of this ordinance. The City Council hereby declares that it would have passed this
ordinance and each and every section, subsection, sentence, clause, or phrase not declared

invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 18: ADOPTION AND EFFECTIVE DATE. This Ordinance shall be in full force and effect 30 days after its second reading and adoption.

SECTION 19: PUBLICATION. The City Clerk is directed to cause this Ordinance to be published within 15 days of its passage in a newspaper of general circulation published and circulated within the City of Suisun City.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Suisun City, California, on this ____ day of November 2023.

Alma Hernandez, Mayor

ATTEST:

Anita Skinner, City Clerk

APPROVED AS TO FORM
AND LEGAL CONTENT:
Aleshire & Wynder, LLP

Elena Q. Gerli, City Attorney

CERTIFICATION

I, Anita Skinner, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing ordinance was introduced at a regular meeting of the said City Council held on November ____, 2023 and passed and adopted at a regular meeting of said City Council held on November ____, 2023, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

1 **WITNESS** my hand and the seal of said City this ____ day of November 2023.

2 _____
3 Anita Skinner
4 City Clerk
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Ordinance No. ____
Adopted November ____, 2023
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WHEREAS, the City of Suisun City is a general law City located in the County of Solano, State of California.

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**ADMINISTRATIVE PENALTY
SCHEDULE**

Tier 1 Administrative Penalties.

Except as otherwise provided below, all violations of the SCMC are subject to the following administrative penalties: \$100 for the first violation; \$200 for the second violation within a 12-month period; and \$500 for the third and subsequent violations within a 12-month period.

Tier 2 Administrative Penalties

Violations of the following sections of the SCMC are subject to Tier 2 administrative fines, as follows: \$500 for the first violation; \$750 for the second violation within a 12-month period; and \$1,000 for the third and subsequent violations within a 12-month period.

Chapter 8.04 (Fireworks)

Chapter 8.08 (Solid Wastes)

Chapter 8.12 (Public Nuisances)

Chapter 13.10 (Stormwater Management and Discharge Control)

Title 15 (Buildings and Construction)

Tier 3 Administrative Penalties

Violations of the following sections of the SCMC are subject to Tier 3 administrative fines, as follows: \$1,000 for the first violation; \$2,500 for the second violation within a 12-month period; and \$5,000 for the third and subsequent violations within a 12-month period.

[TBD at Council's direction]

Section 5. The adoption of this resolution approves and sets forth a procedure for establishing fines and penalties for administrative citations and is, therefore, exempt from the California Environmental Quality Act (Public Resources Code Sections 21090 et seq.) pursuant to Public Resources Code Section 21080(b)(8).

Section 6. The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council
of the City of Suisun City, California, on this ____ day of _____ 2023.

Alma Hernandez,
Mayor

ATTEST:

Anita Skinner,
City Clerk

State of California)
County of Solano County) ss
City of Suisun City)

I, Anita Skinner, City Clerk of the City of Suisun City, hereby certify that the above
Resolution No. 2023-__, was duly and regularly passed and adopted by the said City Council
at a regular meeting thereof held on _____, 2023 by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this ____ day of _____ 2023.

Anita Skinner
City Clerk

Proposed Updates to Civil Fines Ordinance and Resolution



November 7, 2023
Elena Gerli, City Attorney

1

Administrative Citation Ordinance

Proposed Ordinance will make the following changes to the Municipal Code:

- Amend Section 1.08.030 such that the fines for infractions will be as provided for in Gov't Code Section 36900.
 - These are not civil fines, but the language cleanup is included as it will be beneficial for enforcement.
 - The reason for this update is that Section 36900 is amended periodically – to wit, since we adopted the fines in our code, the statute has added infraction fine amounts for building code violations and for violations of short-term rentals ordinances. These added fines are higher, so we don't want our code to inadvertently limit the amount of fines that can be charged.
- Repeal Chapter 1.16 (Administrative Compliance Orders) as it is duplicative of other provisions in the SCMC and is currently not being utilized.



2

Administrative Citation Ordinance (cont'd)

- Amend Chapter 1.20 (Administrative Citations) to Title 1 (General Provisions) to clarify the process for the issuance of administrative citations and imposition of civil fines for violations of SCMC provisions.
 - Examples include adding definitions and language clean-ups, a section that expressly authorizes the City to contract for administrative citation processing, which would include processing appeals and recovery of fines, and a change from a hearing board to hear appeals to a hearing officer.
- Amend and update provisions throughout the SCMC to make civil fines more consistent and easier to determine. The City Attorney also proposes to amend code sections that include specific fine amounts, so that such civil fines can be adopted by resolution of the City Council.



3

Resolution Establishing Administrative Penalty Schedule

- Proposed resolution would establish the administrative citation penalty fine schedule by setting forth the fines for violations the municipal code.
- The resolution sets three tiers of penalty fines for violations of the SCMC.
 - Tier 1: \$100 for the first violation; \$200 for the second violation; and \$500 for the third and subsequent violations within a 12-month period.
 - These fines apply to all violations unless indicated in the resolution. These fine amount are in line with what most cities have adopted.
 - Tier 2: \$500 for the first violation; \$750 for the second violation; and \$1,000 for the third and subsequent violations within a 12-month period.
 - Tier 2 fines are suggested for violations of Chapter 8.04 (Fireworks), Chapter 8.08 (Solid Wastes), Chapter 8.12 (Public Nuisances), Chapter 13.10 (Stormwater Management and Discharge Control), and Title 15 (Buildings and Construction)
 - Tier 3: \$1,000 for the first violation; \$2,500 for the second violation; and \$5,000 for the third and subsequent violations within a 12-month period.
 - Right now, we have no suggestions for specific codes at this level of fines and are open to direction from the Council – the Council may decide to leave this tier blank for now, and only move certain code violations here if additional enforcement power is desired at some point, or decide to remove this tier altogether.
- The resolution also establishes that any penalty amount imposed pursuant to Chapter 1.20 and the resolution will be deemed delinquent if is not timely paid.
 - The delinquency penalty will be equal to 3% of the amount of the penalty remaining unpaid to the City.



4

Staff Recommendation

- 1) Introduce and Conduct First Reading of Ordinance No. 2023-___: An Ordinance of the City Council of the City of Suisun City, California, Repealing Chapter 1.16 (Administrative Compliance Orders) and Amending Chapter 1.20 (Administrative Citations) to Title 1 (General Provisions); and Amending Sections 1.08.030, 5.04.460, 5.16.240, 6.07.040(B), 8.040.050(U), 8.10.150(E), 9.16.010(F), 9.21.040, 9.28.080(B), 12.12.090, 12.1.24.050, 12.32.120, 15.04.090, and 21.08.020(A) of the Suisun City Municipal Code; and
- 2) Adopt a Resolution of the City Council of the City of Suisun City, California, Establishing the Administrative Penalty Schedule for Violations of the Suisun City Municipal Code.



5

QUESTIONS?



6

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SUISUN CITY MAYOR INFORMATIONAL REPORT

NOVEMBER 7, 2023

REGIONAL BOARDS / COMMISSIONS / COMMITTEES:

Solano Transportation Authority Board Member (STA)
Solano County Water Agency Board Member (SCWA)
Capitol Corridor Joint Powers Authority (CCJPA)
SolTrans Board of Directors

- ✓ Local Agency Formation Commissioner (Alternate) (LAFCO)
- ✓ CAP2 Solano JPA (Solano Regional Homelessness Board)

Solano Economic Development Center Board Member

- ✓ Napa-Solano Area Agency on Aging

Solano County Mayor's Committee
City-County Coordinating Committee

Suisun City Committees / Ad-Hoc:

Suisun-Solano Water Authority Executive Committee
Suisun-Solano Water Authority Board
Fairfield-Suisun Sewer District Executive Committee
Fairfield-Suisun Sewer District Board
Suisun City Environment and Climate Committee Chair
Suisun City / Fairfield-Suisun Unified School District Joint Advisory Committee
30 Acre Parcel Highway 12 and Marina Mixed Use Ad-Hoc Committee
City Manager Evaluation 2023 Ad-Hoc Committee
Suisun City Economic Vitality Ad-Hoc Committee

Other:

- ✓ California Local Agency Formation Commission Conference
- ✓ Rail Safety Incentive Program Webinar

California Local Agency Formation Commission (LAFCO) Conference (October 18-20, 2023)

- Attended a three-day conference for California LAFCO alongside other Solano County LAFCO commissioners.
- Received training on the four basis statutory purposes: the discouragement of urban sprawl; the preservation of open space and prime agricultural land resources; the efficient provision of government services; and the encouragement of orderly growth boundaries based upon local conditions and circumstances. In addition, LAFCO's powers, procedures, and functions are set forth in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.).
- I currently serve as an Alternate, representing Solano County mayors on the Solano County LAFCO board.

Napa-Solano Area Agency on Aging Oversight Board Meeting (October 23, 2023)

- Attended the Napa-Solano Area Agency on Aging Oversight Board meeting.
- Reports included updates funding for services provided to seniors.

- The discussion included a priority to address staffing needs for the Napa-Solano Area Agency on Aging to be able to support the administrative needs of the organization and increase coordination and collaboration with service providers.
- The board received an update regarding the meal contracts with different senior program facilities. Suisun City, for example, partners with Meals on Wheels.
- I serve as an Alternate, representing Solano County mayors on the Napa-Solano Area Agency on Aging Oversight Board.

Solano County Water Agency (SCWA) Legislative Committee meeting (October 23, 2023)

- Attended the SCWA Legislative Committee meeting and reviewed policy updates in the legislature.
- The committee was updated on issues at the federal level due to not having a Speaker in Congress.
- The committee received the following updates:
 - AB345: Advance payments for habitat restoration passed and has been signed into law.
 - AB748: CA abandoned, and derelict vessel program was vetoed by the governor due to funding implication on general budget.
 - AB779: Two amendments were accepted by the author on behalf of the agency and bill has been signed into law.
 - AB809: Bill would have formalized salmon monitoring program. The bill didn't mention anything about local agencies. Amendment request for them to consult local agencies was accepted and bill was signed into law.

Rail Safety Incentive Program Webinar (October 25, 2023)

- Attended a Rail Safety Incentive Program webinar hosted by Capitol Corridor.
- Suisun City was identified as a city that qualifies to be part of an incentive program to review safety at rail crossings.
- A consultation form for the City and Capitol Corridor was provided to review next steps.

CAP Solano JPA Board Meeting (October 26, 2023)

- Attended the CAP Solano JPA Board meeting (regional homelessness board)
- The meeting included a presentation from Shelter Solano on the Beck Avenue Navigation Center. They shared updates on the new Community Hall grand opening.
- JPA Staff updates included a 2024 Point in Time Count Update and the release of Homeless Housing, Assistance and Prevention Round 5 application now available.