

**AGENDA**  
**MEETING OF THE CITY OF SUISUN CITY**  
**PLANNING COMMISSION**  
**7:00 P.M., MARCH 26, 2019**

COUNCIL CHAMBERS  
701 CIVIC CENTER BOULEVARD  
SUISUN CITY, CALIFORNIA 94585

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*Next Resolution No. PC19-06*

**1. ROLL CALL:**

Chairperson Clemente  
Commissioner Borja  
Commissioner Holzwarth  
Commissioner Pal  
Commissioner Ramos  
Commissioner Rowe  
Commissioner Thomas

Pledge of Allegiance  
Invocation

**2. ANNOUNCEMENTS:**

**3. MINUTES:**

Approval of Planning Commission minutes of February 26, 2019

**4. AUDIENCE COMMUNICATIONS:**

This is a time for public comments for items that are not listed on this agenda. Comments should be brief. If you have an item that will require extended discussion, please request the item be scheduled on a future agenda.

**CONFLICT OF INTEREST NOTIFICATION**

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

**5. GENERAL BUSINESS:**

None.

**6. PUBLIC HEARINGS:**

*For each of the following items, the public will be given an opportunity to speak. After a Staff Report, the Chair will open the Public Hearing. At that time, the applicant will be allowed to make a presentation. Members of the public will then be allowed to speak. After all have spoken, the applicant is allowed to respond to issues raised by the public, after which the Public Hearing is normally closed. Comments should be brief and to the point. The Chair reserves the right to limit repetitious or non-related comments. The public is reminded that all decisions of the Planning Commission are appealable to the City Council by filing a written Notice of Appeal with the City Clerk within ten (10) calendar days.*

**7. INFORMATION ITEMS:**

**A. General Plan Annual Progress Report**

**8. COMMUNICATION:**

**A. Staff**

- i. Recreational Vehicle Parking on City Streets**
- ii. City Noise Regulations**
- iii. Project Updates**

**B. Commissioners**

**C. Agenda Forecast**

**9. ADJOURN.**

*a&m/260319.pca*

**MINUTES**  
**MEETING OF THE CITY OF SUISUN CITY**  
**PLANNING COMMISSION**  
**7:00 P.M., FEBRUARY 26, 2019**

COUNCIL CHAMBERS  
701 CIVIC CENTER BOULEVARD  
SUISUN CITY, CALIFORNIA 94585

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*Next Resolution No. PC19-04*

**1. ROLL CALL:**

Chairperson Clemente  
Commissioner Borja  
Commissioner Holzwarth  
Commissioner Pal  
Commissioner Ramos  
Commissioner Rowe  
Commissioner Thomas

**2. ANNOUNCEMENTS:**

Introduce new Planning Commissioner Garry Rowe

**3. ELECTION OF CHAIR AND VICE CHAIR:**

Commissioner Borja moved to elect Chairperson Clemente to be the Chairperson another term.

Commissioner Holzwarth seconded the motion. Motion passed 6-0-1 by roll call vote with Commissioner Pal absent.

Commissioner Holzwarth moved to elect Commissioner Ramos to be the Vice-Chairperson.

Commissioner Borja seconded the motion. Motion passed 6-0-1 by roll call vote with Commissioner Pal absent.

**4. MINUTES:**

Commissioner Ramos moved to approve the Planning Commission minutes of January 29, 2019, adding the comment Commissioner Pal made regarding both CUP applications that were considered at the last meeting, regarding the review provisions.

Commissioner Thomas seconded the motion. Commissioner Borja and Commissioner Rowe abstained. Motion passed 5-0-2 by roll call vote.

**5. AUDIENCE COMMUNICATIONS:**

None.

**CONFLICT OF INTEREST NOTIFICATION**

Commissioner Ramos and Commissioner Pal stated a conflict of interest for item 7. A.

**6. GENERAL BUSINESS:**

None.

**7. PUBLIC HEARINGS:**

**A. Request to Establish the Sunset Special Sign Overlay District at the Northwest Corner of Highway 12 and Sunset Avenue and to Approve a Pylon Sign at the Heritage Park Shopping Center.**

**Resolution PC19-\_\_\_; A Resolution of the Planning Commission of the City of Suisun City Recommending the City Council Establish the Heritage Park Shopping Center Special Sign Overlay District at the Northwest Corner of Highway 12 and Sunset Avenue (APNs 0173-010-380; 390, 400, 410, 420, and 430).**

**Resolution PC19-\_\_\_; A Resolution of the Planning Commission of the City of Suisun City Recommending the City Council Approve a 60-Foot-Tall Pylon Sign at the Heritage Park Shopping Center (APNs 0173-010-430).**

Senior Planner John Kearns started with a brief background on how the applicants came to him with their proposal. He concluded by stressing the fact that this sign will benefit the city and Heritage Park's businesses.

Commissioner Rowe started by asking the applicants clarification on what the blank spaces will look like on the pylon sign. The applicant Ms. Michelle Simmons, clarified that the signs will be rotated to keep it looking aesthetically pleasing.

Commissioner Holzwarth then brought up the resident communication letter. He wanted confirmation that the applicant was aware of the letter and if we had a way to appease what the letter is asking for. Ms. Tiffany Wilson clarified that the letter's request is what is going to be constructed.

Commissioner Rowe asked to clarify the verbiage "or such other signs". Applicant Tiffany confirmed that the sign that is proposed is what is going to be constructed.

Commissioner Holzwarth moved to approve item Resolution PC19-04

Commissioner Borja seconded the motion. Motion passed 5-0-2 by roll call vote with both Commissioners Pal and Ramos recused.

Commissioner Borja moved to approve item Resolution PC19-05

Commissioner Rowe seconded the motion. Motion passed 5-0-2 by roll call vote with both Commissioners Pal and Ramos recused.

## **8. COMMUNICATION:**

### **A. Staff**

- Accessory Dwelling Unit's Presentation
- Housing Summit

### **B. Commissioners**

Commissioner Pal asked staff to follow up on the Housing Summit topics.

### **C. Agenda Forecast**

Next meeting scheduled for March 12, 2019

## **9. ADJOURN.**

*a&m/260219.pca*

## AGENDA TRANSMITTAL

**MEETING DATE:** March 26, 2019

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**CITY AGENDA ITEM:** INFORMATIONAL ITEM. 2018 Annual Progress Report of the Suisun City General Plan and Housing Element.

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**FISCAL IMPACT:** There would be no fiscal impact associated with adoption of the proposed Resolution. Failure to adopt the Resolution could result in the loss of future grant funding.

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**BACKGROUND:** The Annual Report on the General Plan has been prepared in response to the California Government Code, which requires that the planning agency shall: “Provide an annual report each year, to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development regarding the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs.”

On March 19, the City Council accepted the 2018 Annual Report of the General Plan including Housing Element and the report has been sent to both California Housing and Community Development, as well as California Office of Planning and Research (OPR).

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**STAFF REPORT:** An Annual Report is required for all General Plans by California Government Code Section 65400(b), which states, “the planning agency shall provide an annual report to the legislative body on the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs...”

The General Plan represents Suisun City’s future vision of the City in the year 2035. The Plan identifies the general location for future land uses, including residential, commercial, and industrial areas, and desired population and building densities throughout the community. The Plan states future goals for Community Character and Design, Land Use, Transportation, Economic Development, Housing, Open Space and Conservation, Community Facilities and Services, and Public Health and Safety.

The report describes the City’s progress in implementing the policies and programs of the General Plan, as well as the City’s progress on providing its share of the Regional Housing Needs Allocation. The report is divided into topic areas based on the City’s General Plan Elements.

The Annual Report informs the Planning Commission, the City Council, and State agencies about the progress in implementing the Suisun City General Plan during the calendar year 2017. This report is the 4<sup>th</sup> annual report since the City Council adopted the 2035 General Plan Update and 2015-2023 Housing Element, respectively in May 2015.

Projects implementing the General Plan during 2018 included:

- **Community Character and Design Element**
  - Title 18 “Zoning” Amendments (May 2018).
  - Waterfront District Specific Plan Amendments (October 2018).
  - Neighborhood Reinvestment and Façade Improvement Program.
  
- **Land Use Element**
  - Title 18 “Zoning” Amendments (May 2018).
  - Waterfront District Specific Plan Amendments (October 2018).
  - Processing of a project in the Special Planning Area.
  - Processing of Mt. Calvary Baptist Church project and environmental review.
  - Approval of Jubilee Commercial development project.
  - Approval of Zip-Thru Carwash development project.
  - Approval of Parcel 14 Residential development project.
  
- **Transportation**
  - Initiation of McCoy Creek Trail Phase 2 environmental initiation.
  - Adoption of amendments to Waterfront District Specific Plan.
  - Rectangular Rapid Flashing Beacon (RRFB) Installation Project.
  - Railroad Avenue Pavement Rehabilitation Project.
  - Measure S/Senate Bill 1 (SB1) 2019 Pavement Rehabilitation Project.
  
- **Economic Development**
  - Processing of Holiday Inn Express building permit.
  - Adoption of Title 18 “Zoning” amendments.
  - Adoption of amendments to Waterfront District Specific Plan.
  - Adoption of “Cannabis Regulatory Program” Ordinance.
  - Approval of Parcel 14 Residential Project.
  - Processing of Heritage Park Sign District.
  - Building Permit Issuance of 4 Live/Work units in Gray Hawk Subdivision.
  - Final of 11 residential permits.
  
- **Housing Element**
  - Adoption of Title 18 “Zoning” clean-up ordinance.
  - Approval of Parcel 14 residential project.
  - Permitting of remaining units in Gray Hawk Subdivision.
  
- **Open Space and Conservation**
  - Habitat Conservation Plan (HCP) DEIR issued for review.
  
- **Community Facilities and Services**
  - Marina Fire Suppression System Replacement Project.
  - Marina Fuel System Upgrade Project.
  
- **Public Health and Safety**
  - Flood control projects.

As required by State law, staff also prepared the Annual Report in the Housing Element for submission to HCD. The report summarized progress toward the goals and policies of the 2015-2023 Housing Element.

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**STAFF RECOMMENDATION:** Staff recommends that the Commission accept staff's presentation on the 2018 Annual Progress Report.

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**ATTACHMENTS:**

1. Annual Progress Report CY 2018.
2. Annual Housing Progress Report CY 2018.

# 2018 ANNUAL GENERAL PLAN

## PROGRESS REPORT

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**City or County Name:**

City of Suisun City

**Mailing Address:**

701 Civic Center Boulevard  
Suisun City, CA 94585

**Contact Person:**

John Kearns  
Senior Planner

**Phone:**

(707)-421-7335

**Fax:**

(707)-429-3758

**E-mail:**

[jkearns@suisun.com](mailto:jkearns@suisun.com)

**Reporting Period by Calendar Year:**

From January 1, 2018 to December 31, 2018

***Submitted to:***

Governor's Office of Planning and Research  
P.O. Box 3044

## **INTRODUCTION AND PURPOSE OF THE ANNUAL REPORT**

An Annual Report is required for all General Plans by California Government Code Section 65400(b), which states “the planning agency shall provide an annual report to the legislative body on the status of the plan and progress in its implementation, including the progress in meeting its share of regional housing needs....”

The General Plan represents Suisun City’s future vision of the City in the year 2035. The Plan identifies the general location for future land uses, including residential, commercial, and industrial areas, and desired population and building densities throughout the community. The Plan states future goals for Community Character and Design, Land Use, Transportation, Economic Development, Housing, Open Space and Conservation, Community Facilities and Services, and Public Health and Safety.

The report describes the City’s progress in implementing the policies and programs of the General Plan, as well as the City’s progress on providing its share of the Regional Housing Needs Allocation. The report is divided into topic areas based on the City’s General Plan Elements.

This is the 4<sup>th</sup> Annual Report prepared by the Development Services Department since the adoption of the 2035 General Plan in 2015. For further information or additional copies of the Report, please contact:

**John Kearns, Senior Planner**  
**City of Suisun City**  
**Development Services Department**  
**701 Civic Center Blvd.**  
**Suisun City, CA 94585**  
**707-421-7335**  
[jkearns@suisun.com](mailto:jkearns@suisun.com)

Below is a brief description of projects that the City has begun or completed during CY 2018 that assisted in implementing both the 2035 General Plan and 2015-2023 Housing Element:

**Community Character and Design Element**

**Title 18 “Zoning” Amendments.** In May of 2018, the City Council adopted amendments to Title 18 “Zoning” as a clean-up to the previously adopted comprehensive update of March 2017.

**Waterfront District Specific Plan Amendments.** In October 2018, the City Council adopted amendments to the Waterfront District Specific Plan that amended the land use map as well as transportation diagrams. This is a follow up to the adoption of the Waterfront District Specific Plan of November 2016.

The **Neighborhood Reinvestment Program (NRP)** and the **Façade Improvement Grant for Suisun Businesses (FIGSB)** under the Keep Suisun City Clean Initiative led to widespread aesthetic improvements throughout the City. The total budget for both programs was \$75,000 with \$37,500 for each. The NRP resulted in 18 home improvements utilizing \$35,565 and the FIGSB resulted in 6 storefront improvements around the Waterfront District utilizing \$32,986.54.

**Land Use Element**

**Title 18 “Zoning” Amendments.** In May of 2018, the City Council adopted amendments to Title 18 “Zoning” as a clean-up to the previously adopted comprehensive update of March 2017.

**Waterfront District Specific Plan Amendments.** In October 2018, the City Council adopted amendments to the Waterfront District Specific Plan that amended the land use map as well as transportation diagrams. This is a follow up to the adoption of the Waterfront District Specific Plan of November 2016.

**Mt. Calvary Baptist Church Project.** Staff initiated environmental work on the proposed Mt. Calvary Baptist Church project which is East of Walters Road and North of Petersen Road. The Notice of Preparation (NOP) for the project is anticipated to be released in the Spring of 2019.

**Jubilee Commercial.** Entitlement granted for A gas station with 12 fueling stations under a 3,179 sf canopy; a 4,250 sf Convenience Store and a 3,870 sf retail building with up to four tenant spaces.

**Zip Thru Carwash.** Entitlements granted for a 6,100 square-foot car wash building in the Lawler Commercial area.

**Main Street West Parcel 14.** Entitlements granted for 71 single-family detached residences on the former Crystal Middle School property North of Cordelia Road.

**Transportation**

**Sunset Avenue and Walters Road Improvements Project.** The plans, specifications and estimates (PS&E) have been completed for this Project, which will install countdown pedestrian head modules at existing traffic signals on Sunset Avenue and on Walters Road. The Project will

also address the intersection of Sunset Avenue and Railroad Avenue East. This T-intersection is currently signalized and is located approximately 200 feet south of the active railroad track that separates Suisun City from Fairfield. When a train is present, the signal at this intersection indicates an all-red phase in all direction. The Project will modify the traffic signal to allow, when a train is present, vehicular traffic movement to turn southbound onto Sunset Avenue from westbound Railroad Avenue East. The project is anticipated to be completed in 2019.

**State Route 12 Advance Warning Devices Project.** The plans, specifications and estimates (PS&E) have been completed for this Project, which will install flashing advanced warning devices together with corresponding vehicular detection devices on eastbound Highway 12 between Pennsylvania Avenue and Marina Boulevard. During peak travel times, this section of Highway 12 has experienced stacking of stopped vehicles at the signal intersection of Highway 12 and Marina Boulevard. Those vehicles are not readily visible to those traveling eastbound on Highway 12 due to the crest of the existing overpass creating a visual block of the conditions at the intersection. These conditions cause this location have a higher probability of experiencing rear-end accidents between the moving vehicles and the vehicles stopped at the intersection. The goal of this Project is to alert eastbound motorists in this section of the stacked, stopped vehicles. The project is anticipated to be completed in 2019.

**Suisun Marina Dredging and Pierce Island Rehabilitation Project.** The plans, specifications and estimates (PS&E) were completed in 2017 for this Project, which will comprise of the following two phases of work:

Phase 1 - This phase of the project to rehabilitate Pierce Island to increase its capacity to accept dredged material from the surrounding slough and channels has been completed. The work included excavating material from the east pond and using the material to raise and stabilize the levee surround said pond. The existing weirs will also be repaired.

Phase 2 – This phase of the Project will dredge the surrounding slough and nearby channels so that these facilities continue to be navigable by boat and marine equipment. The dredged material from this activity will be deposited within the ponds in Pierce Island. This phase is anticipated to be completed in late 2019.

**McCoy Creek Trail – Phase 2 Project.** In 2017 this Project received a grant allocation in the amount of approximately \$4.1 million from the Active Transportation Program (ATP). In that same year, Field Review and Preliminary Environment Study (PES) documents were submitted to Caltrans, the grant administrator, to begin the process for a field review and determination of the extent of environmental work needed to clear the project. This Project will construct a 10-foot wide concrete pedestrian/bicycle path along McCoy Creek and Laurel Creek. The path alignment will begin at Pintail Drive and will run to the north along the west bank of McCoy Creek, and then across the creek with a prefabricated bridge, and then will run west along the north bank of the Laurel Creek to Blossom Avenue. This Project will also construct driveways, curb/gutter, fencing,

swing gates, steel railing, concrete bulb-outs, and rectangular rapid flashing beacons (RRFB) at intersections with roadways. Other improvements will include benches, trash receptacles, shade structures, education kiosk signs, monument signs, custom wayfinding signs, road signs, striping, and pavement markings. Preparation of plans, specifications, and estimates (PS&E) is anticipated to be completed in 2019. Construction is anticipated to begin and be completed in 2020.

**Rectangular Rapid Flashing Beacon (RRFB) Installation Project.** In 2018, the City received an allocation in Highway Safety Improvement Program (HSIP) Cycle 9 grant funding to install rectangular rapid flashing beacons at the following three locations: 1) Lawler Ranch Parkway between Fennie Way and Hillborn Way, 2) Merganser Drive fronting the Senior Center, and 3) Pintail Drive at Scoter Way, fronting the library and Suisun Elementary School. In addition to the RRFBs, improvements in Location #1 will include a high visibility crosswalk as well as associated curb ramps, striping and advance warning signs. Improvements may also include a curb bump out to reduce the pedestrian crossing distance at the proposed crosswalk. At Locations #2 and #3, the existing in-roadway lighted crosswalk system will be replaced with RRFBs. This project is anticipated to be completed in 2019.

**Railroad Avenue Pavement Rehabilitation Project.** In 2017, the City received an allocation of \$491,314 from the One Bay Area Grant Cycle 2 (OBAG 2) Surface Transportation Program (STP). The Program requires a local match of 11.47% or 63,654, which would come from OSSIP funds. The project will include digout repairs and asphalt concrete overlay in the eastbound lanes on Railroad Avenue between Village Drive and Sunset Avenue. The work scope will also include updating existing curb ramps to ADA-compliant curb ramps along that said street segment. Environmental clearance and the preparation of plans, specifications and cost estimates are anticipated to be completed in 2019, with construction being completed in 2020.

**Measure S/Senate Bill 1 (SB1) 2019 Pavement Rehabilitation Project.** The pavement in various streets throughout the City received either a slurry seal or a cape seal treatment in 2018. This included digout repairs and updating existing curb ramps to ADA-compliant curb ramps. This annual Measure S/SB1 pavement rehabilitation project will continue in 2019 with the preparation of a new streets list and the completion of pavement treatments and curb ramp upgrades.

### **Economic Development**

**The Neighborhood Reinvestment Program (NRP) and the Façade Improvement Grant for Suisun Businesses (FIGSB) under the Keep Suisun City Clean Initiative** led to widespread aesthetic improvements throughout the City. The total budget for both programs was \$75,000 with \$37,500 for each. The NRP resulted in 18 home improvements utilizing \$35,565 and the FIGSB resulted in 6 storefront improvements around the Waterfront District utilizing \$32,986.54.

### **Housing Element**

The Housing Element is the City's overall policy guide for housing development, including affordable and special needs housing. An update to the Regional Housing Needs Allocation

includes 16 units that were either built or had an issue permitted in the calendar year 2018. The remainder of the Housing Element progress can be found in Exhibit B.

### **Open Space and Conservation**

**Habitat Conservation Plan (HCP) DEIR issued for review.** The Solano County Water Agency (SCWA) is the lead agency for this multi-jurisdiction habitat conservation plan. The City's partners include Fairfield, Vallejo, Vacaville, U.S. Fish and Wildlife, and California Department of Fish and Wildlife.

During 2018, work continued on the EIR/EIS, with submittal of the draft to the federal government. The U.S. Fish and Wildlife staff is currently reviewing the draft EIR/EIS. Completion is hopeful in 2019.

### **Community Facilities and Services**

**Marina Fire Suppression System Replacement Project.** Construction on this project began and was completed in 2018. Prior to the start of construction on this project, the fire suppression system was not holding the water pressure to fight a fire on either the east or west docks of the marina. The completion of this project addressed that deficiency and provided additional updates to the fire suppression system. The work included removing and disposing the water suppression system; replacing the 3" fire main line with a 3" HDPE main line; adding new risers to the 1½" fire cabinets; adding risers to the 2½" Fire Department Connections (FDC); and testing the system and repairing any leaks.

**Marina Fuel System Upgrade Project.** The Suisun City Marina fuel system is located at the end of Walnut Street in the last berth of the main boat dock. The system is very old and needs to be upgraded to meet current standards. The project scope includes draining and removing the existing fuel in the lines; removing and disposing the fuel dispensers; providing new fuel unit; inspecting & repairing the sump containment; replacing fuel lines & all fittings; conducting a pressure test and connecting the system with current software system. Construction is anticipated to begin in the summer of 2019 and be completed by the end of the calendar year.

### **Public Health and Safety**

**Flood control projects (Annual).** Staff completed routine removal of vegetation to ensure proper functioning and operation of channel runoff, existing water control facilities, or other structures necessary for public health, safety and benefit. The following activities took place in 2018: spraying, mowing/weed eating, debris removal, and limb pruning.

**Please Start Here**

General Information	
Jurisdiction Name	Suisun City
Reporting Calendar Year	2018
Contact Information	
First Name	John
Last Name	Kearns
Title	Senior Planner
Email	<a href="mailto:jkearns@suisun.com">jkearns@suisun.com</a>
Phone	(707) 421-7335
Mailing Address	
Street Address	<u>528 Fortuna Drive</u>
City	Suisun City
Zipcode	94585

**Submittal Instructions**

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

- 1. Online Annual Progress Reporting System (Preferred)** - This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov).*
- 2. Email** - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and to OPR at [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov). Please send the Excel workbook, not a scanned or PDF copy of the tables.

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Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	147											147
	Non-Deed Restricted												
Low	Deed Restricted	57											57
	Non-Deed Restricted												
Moderate	Deed Restricted	60											60
	Non-Deed Restricted												
Above Moderate		241	8	52	19	5						84	157
Total RHNA		505											
Total Units			8	52	19	5						84	421

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
Cells in grey contain auto-calculation formulas



Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1.A.1	Rezoning to accommodate Regional Housing Needs Allocation (RHNA)	January 2016 and May 2016	Completed/Ongoing. The Waterfront District Specific Plan was updated in November 2016, allowing for the rezones of Mixed Use to High Density Residential to accommodate the 204-unit shortfall for this cycle. The Zoning Ordinance was adopted in March 2017 and thus the proper zonings are in place. During the 2019 calendar year, the City will analyze the possibility of fee deferrals.
1.A.2	To acquire or obtain air rights to the Park n Ride property across from the Train Depot.	May 31 2016	The City has prepared a letter and begun engaging the State of California regarding this program.
1.A.3	To ensure adequate sites are available through the planning period to meet the City's RHNA.	Ongoing, as projects are proposed.	This program is ongoing and the City updated the Waterfront District Specific Plan in 2016 and its Zoning Ordinance in 2017.
1.B.1	As part of the process of assessing a proposed residential development, evaluate the potential to incorporate other uses within the project or in conjunction with the project, including but not limited to project-serving retail, job centers, or services such as child care.	Ongoing.	This program is ongoing.
1.C.1	Annually review and update the City's inventory of properties that are suitable for redevelopment/reuse and continue to identify the potential number of additional dwelling units on such sites based on the age, condition, and density of existing land uses in relation to zoning or specific plan requirements.	Post the Housing Element on the City's website as soon as it is adopted.	The Housing Element has been posted on the City's website and the City will continue to engage affordable housing developers.
1.C.2	Continue to provide regulatory and financial incentives to increase the probability that residences will be constructed in commercial zones, either as single use projects or in mixed-use developments, particularly within the Waterfront District Specific Plan.	The City will continue to work with developers to provide regulatory incentives including fee deferrals and flexible development standards as projects are submitted to the Development Services Department. The City will assist developers with securing additional financing as projects are submitted to the Development Services Department and funds are available.	This program is ongoing.
1.D.1	Review and adopt, as appropriate, a program requiring developers of residential development to either: (a) provide a percentage of their units at a below-market rent or prices; (b) pay a fee; (c.) propose alternative measures to meet their affordable housing requirements determined by an ordinance that will be drafted.	The City will review and adopt, as appropriate, an Inclusionary Housing Ordinance within one year of adoption of Housing Element.	This program is ongoing. Action on this program is expected in 2019.
1.E.1	Provide financial incentives to make construction of affordable housing for extremely low-, very low-, low-, and moderate-income households economically feasible by applying for state and federal subsidies.	Apply for additional funding as Notices of Funding Available (NOFAs) are released by the state. The City will post the Housing Element on the City's website as soon as it is adopted and contact affordable housing developers annually to provide them with a list of vacant and underutilized sites for the development of affordable housing (also see Program 1.C.1).	This program is ongoing. The City will continue to seek opportunities to apply for available funding.
1.E.2	Continue to seek interested nonprofit housing sponsors/developers to make use of available financing techniques for affordable housing projects for extremely low-, very low-, low-, and moderate income households. The City will identify for-profit and nonprofit housing developers interested in developing affordable housing in Suisun City.	Develop a list of for-profit and nonprofit housing developers by July 2015 and contact, annually or as funding for sites, potential projects, and funding is available.	This program has been completed.
1.E.3	Annually meet with representatives of Solano County, Vallejo, Fairfield, Vacaville, and/or other jurisdictions to determine interest in, and feasibility of, applying for a mortgage revenue bond or mortgage certification allocation.	If feasible, apply for the first allocation in 2016. If the program is successful, the City will apply for the second allocation in 2017.	Action on this program is expected in 2019.
1.F.1	Continue to implement the second dwelling unit ordinance that follows the requirements of state law (Government Code Section 65852.1) in allowing second dwelling units on any residential lot subject to ministerial review.	The City will amend the Zoning Ordinance to include the state law language that was passed in 2005 which removed discretionary review.	This program was satisfied with the adoption of the Zoning Ordinance in 2017.
1.F.2	Continue to allow construction of duplexes on corner lots and other flexible housing designs according to City Design Guidelines.	2015-2023, as projects are received through the Development Services Department.	This program is ongoing, but the City has not yet had an opportunity to implement.

1.G.1	Evaluate developemtn proposals based on development standards, the distinctiveness of design, and compatibility with existing residential development in the vicinity of the proposal. The City will evaluate the compatibility with the physical and environmental characteristics of the area in which a development proposal is to be located, and by using the specific plan and planned unit development processes, the City will encourage the distinctiveness of new residential neighborhoods.	2015-2023, as projects are received through the Development Services Department.	This program is ongoing.
1.H.1	Continue to use PUD zoning to offer greater housing choice for residents and greater flexibility for developers than in conventional zone districts.	2015-2023. Consider using PUD zoning where appropriate and as projects are submitted to the Development Services Department.	The City has continued to exmphasize the benefits of PUD Zoning.
1.1.1	As required by state law (Government Code Section 65400), annually review and evaluate the City's progress in meeting Housing Element objectives and prepare a report to the City Council on annual achievements...	Submit annual reports starting April 2015, and annually thereafter. The City will submit its adopted Housing Element to local an water providers upon adoption of this Housing Element.	The City has continued to report annually on the Housing Element. The adopted element has been provided to the Solano Irrigation District (SID) and Fairfield-Suisun Sewer District (FSSD).
2.A.2	Assist nonprofit housing corporations seeking to acquire and maintain privately owned, government-subsidized housing developments that could convert to market-rate housing under state or federal loan agreements. Acquisition will be negotiated sale.	2015-2023	This program is ongoing.
2.B.1	The Suisun City Housing Authority will continue to seek additional Section 8 vouchers for its very low-income residents to reduce the number of such households paying more than 30 percent of their incomes for housing expenses when funding for additional vouchers becomes available and the Authority is able to apply for such funding.	2015-2023	This program is ongoing and the Housing Authority will continue to seek additional vouchers.
3.A.1	Amend the Zoning Ordinance to specifically allow employee housing for six or fewer residents as a permitted use in residential zoning districts, in compliance with Health and Safety Code Section 17021.5.	December of 2015	This program was satisfied with the adoption of the Zoning Ordinance in 2017.
3.A.2	Provide information on state and federal fair housing laws, and refer discrimination complaints to the Fair Employment and Housing Commission.	Referral will occur on an as needed basis and information on the website will be ongoing. Information will be distributed to rental property owners, lenders and real estate agents annually.	This program has been satisfied and information posted on the City website.
3.A.3	Cooperate with nonprofit housing corporations and for-profit developers specializing in housing for adults 55 years of age and above to accommodate housing that meets the needs of this age group.	Use density bonus and Planned Unit Development (PUD) processes to facilitate the development of housing for older adults, as projects are proposed. Assist developers in locating sites and converting and retrofitting existing residential buildings annually. Provide rehabilitation assistance to older low-income homeowners annually. Assist in the funding of affordable housing for older adults annually or as projects are proposed.	This program is ongoing and the City will continue to seek opportunities.
3.A.4	Cooperate with Travis Air Force Base officials to identify any unmet needs among military personnel for affordable housing in Suisun City.	Annually meet with representatives of Travis Air Force Base to determine whether unmet housing needs exist.	This program is ongoing and staff will continue to meet with representatives of Travis Air Force Base.
3.A.5	The City will encourage affordable rental housing developments for low- and moderate-income households to contain an appropriate percentage of three- and four-bedroom units.	2015-2023	This program is ongoing.
3.A.6	Continue to comply with Americans with Disabilities Act (ADA) requirements for accessibility and adaptability of new residential buildings to meet the needs of mobility-impaired persons.	2015-2023	This program is ongoing.
3.A.7	Cooperate with, and provide assistance to, organizations seeking to develop or convert residential buildings for use as group homes for persons with disabilities that prevent them from using conventionally designed housing.	December of 2015.	This program is ongoing, but City has not yet had a chance to implement program.
3.A.8	Work with housing providers to address special housing needs for seniors, large families, female-headed households, single-parent households with children, persons with physical disabilities and developmental disabilities, farmworkers, and homeless individuals and families. The City may seek funding under the federal housing opportunities for persons with AIDS program, California Child Care Facility Financing Program, and other state and federal programs designated specifically for for special needs gorups such as seniors, persons with physical and developmental disabilities, and persons as risk for homelessness.	One time during the planning period or as appropriate development comes forth.	The City will continue to seek opportunities.





# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	Suisun City	
<b>Reporting Period</b>	2018	(Jan. 1 - Dec. 31)

Note: + Optional field  
Cells in grey contain auto-calculation formulas

**Table F**

**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)**

This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).

Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1 <sup>+</sup>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

<b>Jurisdiction</b>	Suisun City	
<b>Reporting Year</b>	2018	(Jan. 1 - Dec. 31)

<b>Entitled Units Summary</b>		
<b>Income Level</b>		<b>Current Year</b>
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		71
<b>Total Units</b>		<b>71</b>

Note: units serving extremely low-income households are included in the very low-income permitted units totals

<b>Submitted Applications Summary</b>	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions</b>	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

<b>Units Constructed - SB 35 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Cells in grey contain auto-calculation formulas