ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Concord

Reporting Period Jan. 1, 2015 - Dec. 31, 2015

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	**Housing Programs Progress Report - Government Code Section 65583.** 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.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**

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Jurisdiction Concord

Reporting Period Jan. 1, 2015 - Dec. 31, 2015

General Comments:

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
	GOAL H-1	HOUSING SUPPLY & MIX					
H-1.1		**Ensure an adequate supply of housing sites to achieve the City's Regional Housing Needs Allocation (RHNA) goals for the 2014-2022 planning period.**					
	H-1.1.1	Continue to **identify potential sites** for reuse to ensure an adequate supply of land for residential development. *	Planning Division	N/A	Ongoing to comply with Government Code Section 65863	The Housing Inventory Sites list is located on the City's Website (Planning page) under "Housing Element" in Appendix. The City will continue to identify additional sites and the list will be updated in 2017. ***The Housing Element Update analyzed sites Citywide in 2014 for incorporation into the Housing Element Update, adopted on January 5, 2015.***	Sites Analysis is included in Housing Element Update, adopted in Jan. 2015 ***Completed***
	H-1.1.2	**Continue to implement minimum densities in multifamily zoning districts.**	City Council, Planning Commission, and Planning Division	N/A	Ongoing	The new Development Code requires minimum densities in multifamily zoning districts. ***Rezoned 326 acres to HDR or DMX district.***	July 2012 ***Completed***
	H-1.1.3	**Maintain an inventory** of vacant and underutilized sites and make it available to interested home builders.	Planning Division	N/A	Update inventory starting with this Housing Element, and thereafter every two years.	Housing Inventory Sites list was updated and is located on the website (Planning page) under "Housing Element Update" in Appendix A. Housing Element Updated on January 5, 2015	***Completed in Jan. 2015***
	H-1.1.4	**Continue to allow multifamily** residential development **projects** on parcels identified in the Housing Element land inventory as Downtown Mixed Use (DMX) & Commercial Mixed Use (CMX) zoning districts.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	Multifamily residential development is allowed on parcels that are zoned Downtown Mixed Use (Chapter 18.45) and Commercial Mixed Use (Chapter 18.40) with a Use Permit.	July 2012 ***Completed*** Renaissance Phase II approved in 2013 (179 units) Other residentail projects in entitlement process.
H-1.2		**Encourage a variety of housing types in new subdivisions, including duplexes, townhomes, small apartment buildings or condominiums.**					
	H-1.2.1	**Promote mixed-use** developments and a mix of housing types in Concord, consistent with the General Plan	City Council, Planning Commission, and Planning Division	N/A	Ongoing	The new Development Code provides development standards for new mixed use projects and housing types. Chapters 18.40 and Chapter 18.45.	July 2012 ***Completed***

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	H-1.2.2	**Continue to promote mixed-use, transit-oriented development Downtown** where housing is located in close proximity to urban services, shopping and/or public transportation through implementation of the Downtown Specific Plan	City Council, Planning Commission, and Planning Division	N/A	Ongoing	This is currently allowed and the new Development Code provides development standards for mixed-use projects. Sections 122-155 and 122-627. ***The new Code also provides an Affordable Housing Incentive Program***	July 2012 ***Completed*** *Continuing to implement through DTSP.*

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	H-1.2.3	**Facilitate the development of housing** in the Downtown that is affordable to households at a range of income levels (extremely-low, very-low, low, moderate, and above moderate incomes). *	City Council & Planning Division	**The Downtown Plan envisions up to 4,020 new units being added over the next 20-25 years.** Much of Concords recent planning has been structured to promote the inclusion of units affordable to extremely-low, very-low, low, moderately-income, and above moderate income households within these anticipated projects. *	Ongoing	This is an ongoing work effort that includes meetings with non-profit developers. ***The Downtown Concord Specific Plan was adopted and promotes mixed-income housing in the downtown (approx. 600 acres) with focus on the transit overlay. Staff also promoting the creation of Secondary Living Units, affordability by design.***	**Approved June 2014** *Continuing to implement. Also preparing update of Nexus Study to examine Inclusionary Housing In-Lieu fee.*
H-1.3		**Promote the development of single-family homes that are affordable to very low, low & moderate-income households in all new single-family developments as well as in existing single-family neighborhoods.**					
	H-1.3.1	**Encourage** the development of **small lot subdivisions** and continue to implement standards for small-lot single family homes.	City Council, Planning Commission, and Planning Division	**40 new single family homes** (detached or attached) affordable to low, very low, or extremely low-income households and 60 new single family homes (detached or attached) affordable to moderate income households.	Ongoing	There have been several small lot subdivisions approved which would provide homes for low and moderate income homebuyers. Wisteria (37), for example has two inclusionary units. Staff currently processing Pilot Program to promote creation of secondary living units. Separately also preparing update to Nexus Study for Inclusionary In-Lieu fee. ***FTHB Program continues to be available with limited funding.***	Ongoing
	H-1.3.2	**Provide financial incentives through the City's First Time Home Buyers Program** to make small-lot single-family homes affordable for households earning 60 to 100 percent of AMI.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	The Development Code provides development standards for small lot single family homes.	Program Ongoing
H-1.4		**Encourage secondary units in new & existing residential developments & the development of duplex condominiums, duplexes are consistent with the General Plan.**					

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	H-1.4.1	**Encourage duplex, condominiums**, where consistent with the General Plan density standards, to increase opportunities for home ownership.	City Council, Planning Commission, and Planning Division	**40 units** created through new duplex condominium or secondary unit developments and/or legalization or compliance of existing illegal secondary units.	Ongoing	Current ordinance allows. This is an ongoing effort made by staff when discussing proposed residential projects. CO/CMX allows duplex, RM allows attached and duplex.	Ongoing 2016
	H-1.4.2	**Allow secondary units** in the single-family districts in accordance with State law.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	Development Code continues to allow. Size allowance increased to 1,000 s.f. for lot sizes +12,000 s.f. In 2012. **Pilot Program to reduce fees and encourage creation of secondary living units going to Council in March 2016.**	Ongoing 2016
	H-1.4.3	**Review the development code as it relates to secondary units** and consider amendments to make the development of secondary units more feasible. *	City Council, Planning Commission, and Planning Division	N/A	Review the development code and make revisions in 2015.	Currently underway, **Pilot Program moving to City Council for adoption in March 2016.**	Ongoing 2016
	H-1.4.4	**Help to reduce the costs associated with building a second unit** by working with the Contra Costa Water District to examine the fees charged by the District for extending service to a new detached second unit. *	City Council, Planning Commission, and Planning Division	N/A	2015-2016	**Contra Costa Water District reduced costs of secondary living unit on Jan. 5, 2016 for Feb. 1, 2016 effective date.**	**Completed Jan. 2016**
	H-1.4.5	**Work with property owners with illegal secondary units to bring them into compliance with the building and development codes.** *This will be done on an individual basis, in response to owners' request for assistance.*	Planning Division, and Building Division	N/A	Ongoing	Occurs through Code Enforcement Division, as red-tags occur through the City's Building Division.	Ongoing 2016

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Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
H-1.5		Promote the development & conservation of housing that is affordable to extremely-low, very-low, low & moderate-income households.					
	H-1.5.1	**Facilitate the development of housing that is affordable to extremely low-, very low-, low-, and moderate-income households** through medium and high density zoning and mixed-use zoning, density bonuses land write-downs, priority permit processing, direct subsidies and other financial incentives, if available.	City Council, Planning Commission, Planning Division, and Economic Development Division	**3,478 new housing units** including; units that are affordable to extremely low (399), very low (399), low (444), and moderate income (559) households.	Ongoing, At least annual contact with developers.	The new Development Code established an Affordable Housing Incentive Program and Transit Overlay and continues the Density Bonus Program to create incentives for mixed income housing. **The City's Affordable Housing Incentive Program was recently highlighted on the State HCD website as an example ordinance for promoting affordable housing. The City's Downtown Specific Plan was adopted in June 2014, which plans for 4,020 units to 2040.**	Code Adoption ***July 2012 Completed*** -- DTSP Adoption June 2014 Concord Village being processed for entitlements with 12 smaller (400 sq. ft.) units.
	H-1.5.2	Continue to publish on the City's website a list of State and federal low-interest land acquisition/construction funds available for development **of homes affordable to extremely low-, very low-, low-, and moderate-income households and provide this to interested home builders.**	Economic Development Division	N/A	Ongoing	Links to Federal/State website updates are provided on the City's website on the Housing Assistance Page.	**Completed 2011** Ongoing
	H-1.5.3	Promote parcel consolidation to facilitate the assembly of new housing sites. *	Planning Divisoon, and Economic Development & Housing Division	N/A	Ongoing activity, with annual report to the City Council on progress.	2012 Development Code promotes infill development through Code sections including Transit Station Overlay Districts; Live/Work Units; Mixed Use Projects; Secondary Living Units; and Small Lot Standards.	Ongoing July 2012 ***Completed***

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	H-1.5.4	**Promote new affordable residential development projects near employment centers,** personal services, retail clusters, & key transportation corridors & nodes.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	*The Masonic Temple site parcels were consolidated, the Oak Street site parcels were consolidated and the Pine Street site parcels were consolidated. Together these would accommodate at least 150 units, based on current zoning.* ***In addition, Masonic Temple was moved from site (June 2013), so site is now vacant. Long Range Property Management Plan approved by State DoF Dec. 2015.***	2013 **Completed** --- ***May 2013*** consolidated --- **LRPMP approved 2015**

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Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
	H-1.5.5	**Provide reductions from the standard parking requirements** for new residential projects as allowed by the City's Density Bonus Program, the Affordable Housing Incentive program, and other provisions of the Zoning Ordinance.	Planning Commission & Planning Division	N/A	Ongoing	Affordable Housing Incentive Program of Development Code encourages such development by providing incentives for affordable housing meeting certain criteria. **The Transit Overlay Ordinance also provides for additional flexibility in development. The Downtown Specific Plan will further promote mixed-income mid and high density housing.**	***July 2012 Code Completed and Ongoing Efforts***
	H-1.5.6	**Continue to allow group housing, including Single Room Occupancy units (SROs), in accordance with State Law**	Planning Division	N/A	Ongoing	The Development Code provides development standards that include incentives such as reduced parking requirements. Section 18.160.050 Adjustment to Parking Requirements and Affordable Housing Incentive Program provides incentives and flexibility.	***July 2012 Completed***
	H-1.5.7	**Promote the development of affordable housing in all areas designated by the General Plan for multi-family residential development** through continued implementation of the Affordable Housing Incentive Program. *	City Council, Planning Commission, and Planning Division	N/A	Ongoing	The Development Code provides development standards for group housing in Sections 18.30.030, 18.40.030, 18.45.030. Group Housing includes SROs.	***July 2012 Completed***
	H-1.5.8	In order to generate additional City funds that can be utilized to facilitate affordable housing production, prepare an update to the Nexus Study for the City's Housing in-Lieu Fee and adopt a new fee rate based on the updated study that is equal to or less than the maximum fee identified though the study, as appropriate.	City Council, Planning Commission, and Planning Division	N/A	Prepare Updated Nexus Study and adopt new fee rate, as appropriate in 2015.	The Development Code (2012) contains new provisions in the Affordable Housing Section including an Affordable Housing Incentive Program. Planning Division currently underway with preparation of updated Nexus Study to review In-Lieu fee.	***July 2012 Completed*** -------- ***In-Lieu Fee for review by HED Committee on 2/22/16.***

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Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
	H-1.5.9	**Advocate for policies and legislation at the State and Federal level that increase the funding available to support the development and preservation of affordable housing.**	City Council, Planning Commission, and Planning Division	N/A	Ongoing	City writes letters of support, based on a case-by case basis.	*Ongoing*
	H-1.5.10	**Examine opportunities to develop public private partnerships** with experienced partners to create affordable housing through the City's provision of land, incentives, or partial funding.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	City's Housing Division currently coordinating with both EDEN Housing and RCD on funding for two separate rehabilitation projects. **On November 30, 2015, the HED Committee voted to support funding for the rehabilitation of the Virginia Lane Apartments.**	*Ongoing*
H-1.6		**Allow permanent modular/pre-fabricated housing in all residential zones, consistent with State law and building code requirements. Also ensure the conservation and improvement of the City's existing mobile home parks as part of the City's affordable housing stock.**					
	H-1.6.1	**Implement** the City's adopted **regulations** that **allow manufactured housing units (also known as pre-fabricated)** in all residential zones.	Building Division and Planning Commission	N/A	Ongoing	This is an ongoing work effort, upon building application	***Provisions retained in July 2012 Code Update*** Ongoing
	H-1.6.2	Require **compliance** with the **City's Mobile Home Conversion Ordinance**, as adopted or amended to comply with State Law to address impacts associated with the closure or conversion of existing mobile home parks to other uses.	Planning Division and Economic Development & Housing Division	N/A	Ongoing	There are no current applications related to mobile home closure or conversion. However, projects proposing mobile home closure or conversion will be processed according to City ordinance.	Processed As necessary

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	H-1.6.3	Provide **low-interest loans or grants** to qualifying households to support the rehabilitation of mobile home units in the City.	Economic Development & Housing Division	**8-10 rehabilitated mobile homes per year CDBG Fund.**	Ongoing	FY 2014-15 8 grants; 0 loans In addition, City has provided emergency weatherization and security grants to 8 mobile homes during the first year of the planning period. The need for this program is so great that all funds available for FY 2014/15 were encumbered by mid-year and no additional applications could be accepted. Given Concord's older housing stock it is anticipated that this trend will continue in subsequent years.	Ongoing 2014
	H-1.6.4	**Allow the use of the City's CDBG funds for the setting up of mobile home foundations**, the paving of carports, accessibility modifications & other construction assistance in mobile home park areas.	Economic Development and Housing Division	Assist **10 mobile homes per year.**	Ongoing	A significant reduction in funding (Loss of Redevelopment) has limited the program. CDBG funding is now solely used. The type of mobile home grants is dependent on the need in any given year, see above.	2014 ***Completed***
H-1.7		**Promote the development of new condominiums and cooperatives.**					
	H-1.7.1	**Ensure that condominiums & cooperatives continue to meet high standards of quality** while providing for entry level rental & ownership housing by approving density bonuses in accordance with the City ordinance.	Planning Division	**100 new** condominium units obtained through density bonuses for the 2014-2022 period.	Ongoing	No current applications for condominiums. The Renaissance project was condo-mapped and should the market improve, Phase I could be transitioned to for-sale units.	Ongoing, dependent on market conditions
	H-1.7.2	**Implement the condominium conversion ordinance** to limit the number of rental housing stock converted into condominiums each year.	Economic Development & Housing Division	N/A	Ongoing	Planning Division has prepared tracking matrix to monitor. **No condo conversions occurred this year.**	Market economics present no concern currently

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H-1.8		**Promote a diversity of housing types, including efforts to increase rental and ownership opportunities for moderate and above moderate income housing.**					
	H-1.8.1	**Encourage the production of** ownership & rental **housing in Downtown** that is attractive & affordable to moderate & above-moderate income households.	City Council, Planning Commission and Planning Division	**2.210 for 2014-2022 period (part of the Downtown Plan goal of 4,020 units by 2035).**	Ongoing	The City promotes infill development to increase densities in Downtown. The Development Code provides incentives that will create opportunities for affordable housing. The City has been receiving greater interest for rental housing in the downtown. ***City meeting on three downtown sites and City's Successor Agency sites will show progress in 2016-17.***	Ongoing and ***Completion of Development Code*** July 2012 – Downtown Plan completed **June 2014**
H-1.9		**Remove or reduce constraints to housing production by lowering the cost of development & improving the ease of building in Concord.**					
	H-1.9.1	**Continue** the **annual review** of the City's development **fees,** processing fees, & other charges in the Master Fees & Charges to ensure they are not a constraint to development.	Planning Division, Building Division and Finance Department	N/A	Ongoing annually	Annual fees reviewed and updated each July 1. ***Pilot Program to reduce fees for small secondary living units is underway.***	Council review in March 2016.
	H-1.9.2	Continue to offer a centralized, one-stop counter for permit processing to streamline the development process.*	Planning Division, Building Division and Engineering Division	N/A	Ongoing	The City is continuing to offer the one-stop counter and a Community & Econ. Dev. Committee has been formed to improve the permit center lobby to improve the efficiency of processing of permits for	Ongoing
	H-1.9.3	Continue to **streamline the processing** of building permits **for** residential **developments** that include a portion of units as below-market rental rate **(BMR) units.**	Planning Division, Building Division and Engineering Division	N/A	Ongoing	The City streamlines the processing of building permits via outside contract services so as not to impact processing times due to reduction in staff on an as-needed basis. Affordable housing division of the Development Code includes streamlined processing. In-lieu fees for inclusionary delayed till Certificate of Occupancy.	Ongoing

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	H-1.9.4	Continue to **support legislation** that requires special districts **to reduce** their **fees for affordable** housing **projects.**	City Council, Planning Commission, Planning Division, and Economic	N/A	Ongoing	The City will continue to support legislation that requires special districts to reduce fees for affordable housing projects.	Ongoing
	H-1.9.5	Review the parking requirements specified in the Development Code and reduce parking requirements for residential development if appropriate.	City Council, Planning Commission and Planning Division	N/A	Evaluate and revise, as appropriate, in 2018.	Study Session held in 2014, with no appetite for changes at that time, will be examined on a project by project basis.	Ongoing
GOAL H-2		**QUALITY NEIGHBORHOODS**					
H-2.1		**Support the conservation and rehabilitation of the existing housing stock (including mobile homes) through a balanced program of code enforcement and property improvements, when and where appropriate.**					
	H-2.1.1	Utilize public funds to provide assistance in the **rehabilitation** & conservation of **deteriorated single-family homes**, multifamily developments & mobile homes. *	Economic Development & Housing Division	70 single & multifamily housing units (without income limits) rehabilitated for Housing Element period; and 100 units conserved as affordable housing for extremely low, very low, and low income households through long-term rent restrictions or resale agreements with property owners (see program H-2.1.2).	Ongoing	The City Council adopted support for a $1.3 million loan for the rehabilitation of the Virginia Lane (91-unit) apartment complex, pending other funding commitments.	Ongoing 2016
	H-2.1.2	**Continue to establish price and rent restriction agreements through acquisition**, financial assistance, or other means with property owners. *	City Council, and Economic Development & Housing Division	N/A	Ongoing	Regulatory Agreement for Virginia Lane would be extended another 55 years.	Ongoing 2016
	H-2.1.3	**Ensure the conservation of existing subsidized housing** including State, Federally, & locally-assisted developments that are **at risk of converting** to market rates.	Economic Development & Housing Division	N/A	Ongoing	Housing Program monitors compliance with Regulatory Agreements in terms of income levels for affordable units. Building Division monitors affordable units for compliance with health and safety codes. Expiration dates for Regulatory Agreements are monitored.	Ongoing

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	H-2.1.4	Continue to **monitor** the **conditions** of housing stock **through ongoing housing inspections** and enforce housing codes and standards to ensure that the existing housing stock is not diminished in quantitative or qualitative terms.	Neighborhood Services	N/A	Ongoing	City's multi-family affordable inventory is inspected once every three years by the Building Division. Application for self certification is provided as an option to property managers.	Ongoing thru 2022
	H-2.1.5	**Continue** the City's **Multi-Family** Rental Housing **Inspection program that provides regular, periodic inspections of apartment buildings with four or more units.**	Building Division	Inspect at least **180 multi-family units annually on a random basis.**	Tri-annually	All of the City's affordable inventory has been inspected or self-certified during the last three years	Ongoing thru 2022
	H-2.1.6	**Continue** the Multi-family Rental Housing Inspection **Self Certification Program.**	Building Division	N/A	Ongoing	The City continues to maintain the self-certification program.	Ongoing thru 2022
	H-2.1.7	**Incorporate** maintenance standards, tenant screening & management training requirements in regulatory agreements for multifamily developments that receive City assistance, and work to ensure the enforcement of such standards and agreements.	Building Division	N/A	Ongoing	The City contracts with U.S. Communities to monitor compliance with regulatory agreements for the City's affordable multi-family inventory. Maintenance standards, tenant screening & management training will be included in any new regulatory agreements.	Ongoing thru 2016
	H-2.1.8	**Ensure deteriorated units** that are being acquired & **rehabilitated with long-term rent or sale price restrictions** are being **counted as** helping to meet the **City's "fair-share"** housing need.	Economic Development & Housing Division	N/A	Ongoing	Ongoing through Annual General Plan progress report through HCD submittal.	Ongoing thru 2016

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H-2.2		**Preserve & enhance the quality of Concord's residential & mixed use neighborhoods to ensure a comfortable, safe healthy, & attractive living environment for all residents.**					
	H-2.2.1	Continue to **implement & update** the City's Neighborhood Services **Strategic Plan**.	Neighborhood Services	N/A	Ongoing	The City's Neighborhood Services (Code Enforcement) Division implements the Strategic Plan on a day-to-day basis.	Ongoing thru 2016
	H-2.2.2	**Promote** functional, pleasing, and high quality residential development by applying and enforcing the City's adopted Development Code, Design Guidelines, and Zoning Standards.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	Residential development standards in City's Development Code continues to promote high quality development through Development Standards and Design Review Process	***July 2012 Completed***
	H-2.2.3	**Conduct design review for all residential developments of five or more units. (Also see Program H-2.2.3).**	Planning Commission, Design Review Board and Planning Division	N/A	Ongoing	Updated Development Code continues to promote high quality development. Design Review of projects is continuing. Design Review is conducted for residential projects/major subdivisions for 5 or more units.	***July 2012 Completed*** ------ *Ongoing*
	H-2.2.4	Promote a Jobs/Housing Balance by implementing General Plan Land Use and Growth Management policies to achieve a balance between jobs & housing to achieve a higher quality of life for current & future Concord residents. *	City Council, Planning Commission, and Planning Division	N/A	Ongoing	Staff implements the Economic Vitality Element of the General Plan by promoting a strong regional center and vibrant city center through downtown events. Provide housing opportunities for persons employed in local and nearby jobs.	Ongoing

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H-2.3		Preserve Concord's historic homes, areas, & buildings					
	H-2.3.1	**Support housing rehabilitation,** conservation or preservation. The City will annually update and maintain an inventory of historic properties on the City website.	Planning Division	N/A	Ongoing	Concord has mapped and inventoried historic buildings in downtown. Housing Program has entered into Letter of Understanding (Aug. 2010) with State Historic Preservation Office for the Housing Rehabilitation Program. Development Code incorporates new North Todos Santos district, consistent with GP. **The Masonic Temple was relocated from a Successor Agency owned site to a site adjacent to the Galindo House in 2013 by the Historical Society.**	Ongoing
H-2.4		Ensure that new development in Concord does not lead to the displacement of existing residents.					
	H-2.4.1	**Establish a mechanism to determine whether there is a risk of displacement of existing Concord residents as new development activity takes place in the City. ***	City Council, Planning Commission, and Planning Division	N/A	Establish a mechanism to identify displacement risk and policies to put in place if displacement risk is identified by 2015.	Increased prices experienced in other cities has shown some displacement in Concord through resulting increased prices. Solution is providing additional supply. City has experienced an uptick in developer interest over the last 3-4 months.	Ongoing
GOAL H-3		MEETING SPECIAL NEEDS					
H-3.1		Actively seek & encourage the development of affordable housing for extremely-low, very-low, low- and moderate income seniors.					
	H-3.1.1	Provide financial assistance, regulatory incentives & priority permit processing for **senior housing developments** that provide **25 percent** or more of their units at rents or prices **affordable** to moderate, low, very low or extremely low-income income seniors.	City Council, Planning Commission, Planning Division, and Economic Development Division	N/A	Ongoing	Affordable housing division of the Development Code includes incentives, such as priority permit processing, density bonus and modified parking standards for affordable senior housing (Section 18.185)	***July 2012 Completed***
	H-3.1.2	Encourage **senior housing** developments to be located in areas that are **convenient** to shopping & other **services**, including public transit services, and/or to provide transit services for their residents.	City Council, Planning Commission, and Planning Division	**200** new senior housing units affordable to extremely low, very low, low and moderate-income seniors.	Ongoing	***The Downtown Specific Plan, adopted in June 2014, provides strategies to increase housing for a range of incomes within proximity to BART. City's most recent senior complex is Oakmont Assisted Living (76 units) on Civic Court.***	Ongoing thru 2022

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	H-3.1.3	**Require** all housing developments designated for **seniors** to be **handicapped accessible**, with such features provided at the time of construction as a standard feature rather than as an optional feature available for an additional charge.	Planning Division and Building Division	N/A	Ongoing	Housing projects are reviewed by Planning and Building Divisions for accessibility. No current senior projects in processing pipeline	Ongoing

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H-3.2		Actively seek to expand housing opportunities for persons with disabilities in new and existing single family and multifamily developments.					
	H-3.2.1	**Facilitate** the **development** of accessible housing by providing financial assistance, regulatory incentives and priority permit processing for housing developments that make at least **15% or more** of the total units **accessible to persons with disabilities through appropriate design and amenities.**	Planning Division, Economic Development Division, and Building Division	N/A	Ongoing	City will negotiate with developer providing 15% disabled units on a case-by-case basis, to provide a combination of incentives, consistent with State Density Bonus Law and the City's Development Code.	Ongoing
	H-3.2.2	**Require accessible units in multifamily housing** developments in accordance with State law, with accessibility features provided at the time of construction as a standard feature rather than as an optional feature available for an additional charge.	Planning Division and Building Division	40 City-supported new & rehabilitated **units** accessible to persons with disabilities with an **additional 100** to be produced without any City financial assistance as part of the normal development process.	Ongoing	Housing projects are reviewed by Planning and Building Divisions for accessibility.	Ongoing
	H-3.2.3	**Require accessible units in large housing developments in** accordance with State Law. Meet or exceed the requirements to provide accessible units in large housing developments as a condition of approval.	City Council, Planning Commission, and Planning Division	N/A	Ongoing	This is enforced through the planning and building permit process.	Ongoing
	H-3.2.4	Enforce State handicapped, accessibility, & adaptability standards & **remove constraints** to **housing accessible** to persons with **disabilities**, consistent with SB 520.	Building Division	N/A	Ongoing	Enforced through review of building permits.	Ongoing
	H-3.2.5	**Provide information & related resources to the public, including persons with disabilities,** to raise awareness regarding accessibility issues. *	Building Division	N/A	Ongoing	Accessibility requirements are provided through the City's Permit Center to assist developers and contractors.	Ongoing
3.3		Actively seek to expand housing opportunities for persons with development disabilities in Concord.					

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
	H-3.3.1	**Work with the Regional Center of the East Bay to implement an outreach program** that informs families within the City on Housing and services available for persons with developmental disabilities. *	Economic Development & Housing Division	N/A	2014-2015	City provides link on Housing Assistance webpage to the Regional Center of the East Bay.	

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
3.4		**Actively seek & encourage the development of childcare facilities to help female-headed households, especially those with extremely low, very low, low or moderate income.**					
	H-3.4.1	Continue to assess a fee on new construction & **tenant improvements** to help fund the City of Concord Child Care Program.	Planning Division, and Parks & Recreation Department	N/A	Ongoing	Childcare fee collected by Building Division at Certificate of Occupancy for non-residential projects, based on 0.5% of valuation.	Ongoing $111,143.95 **collected in 2014/15**
	H-3.4.2	**Support the Section 8** Housing Choice Voucher Program administered by the Contra Costa County Housing Authority by providing refferal services through Housing Rights Inc., and making information available at the permit counter and City website.	Economic Development and Housing Division	N/A	Ongoing	The rental referral listing for Housing Authority linked to City's Housing Assistance page on City's Website. Referrals frequently provided by staff to the Housing Authority for those inquiring about the voucher program.	Ongoing
3.5		**Actively seek & encourage the development of housing that is affordable to very low, low and moderate income first time homebuyers.**					
	H-3.5.1	Utilize funds as available to provide **zero interest second mortgages to** qualified low and moderate income **homebuyers** to assist them with down payment and/or closing costs.	Economic Development Division	Provide assistance to **20 homebuyers during the Housing Element period.**	Ongoing	Redevelopment funding was eliminated in 2011-2012. Limited funding through other City sources now used to provide reduced funding for 1-2 loans annually.	Ongoing thru 2016
	H-3.5.2	Support & participate in the **Mortgage Credit Certificate (MCC)** Tax Credit Program administered by the Contra Costa County Department of Conservation & Development & **make information available** at the permit counter & City Website.	Economic Development and Housing Division	N/A	Ongoing	Information is provided at Permit Center counter and kiosk and a City Website link has been updated with County's new information.	Ongoing thru 2016
	H-3.5.3	Work with **local nonprofit housing** developers to facilitate sweat-equity homeownership opportunities for Concord Residents.	Economic Development Division	N/A	Ongoing	Staff has met with Habitat for Humanity to discuss opportunities for new sweat-equity home ownership projects ***and potential joint future projects.***	Ongoing thru 2016
3.6		**Actively seek & encourage the development of affordable housing for large families with extremely low, very low, low or moderate incomes & continue to take actions to prevent discrimination against children in housing.**					
	H-3.6.1	Expand the current inventory of large units in the City by providing financial and/or regulatory incentives to encourage the inclusion of **units with four or more bedrooms** in new developments, especially in **rental housing** developments.	Economic Development / Redevelopment Division	**40** new or rehabilitated housing units in Concord with four or more bedrooms.	Ongoing	Only one multi-family project has been approved in the last few years (Renaissance). However, interest by developers is increasing.	Ongoing thru 2022

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
	H-3.6.2	Facilitate the rehabilitation of large units by giving **priority to developments with large units** that are deteriorated or at risk of being lost from the City's housing stock.	Economic Development Division	N/A	Ongoing	The City works with Affordable Housing Developers to identify opportunities acquisition/rehab. projects and will continue to offer a multi-family rehabilitation program. ***Funding due to the loss of Redevelopment is a current challenge.***	Ongoing thru 2022
H-3.7		**Actively seek & encourage emergency, transitional, & long-term affordable housing to reduce the problem of homelessness in the City of Concord.**					
	H-3.7.1	Continue to actively **participate in** the Contra Costa **HOME Consortium** & the Contra Costa **Interagency Council on Homelessness** to identify & respond to the needs of homeless individuals & families in Concord & surrounding communities. *	Economic Development Division and Community Grants Division	N/A	Ongoing	Housing and Community Services Program staff regularly attend this activity.	Ongoing thru 2022
	H-3.7.2	Continue to permit the **development of emergency homeless shelters** without discretionary review, in the Industrial Mixed Use, Industrial Business Park Zone, & Office Business Park zones in accordance with State Law. *	City Council, Planning Commission, Planning Division	N/A	Ongoing	The new Development Code provides for the development of emergency homeless shelters in its Business Park and Industrial Districts.	***July 2012 Completed***
	H-3.7.3	**Revise the City's Development Code to explicitly identify transitional and supportive housing** as residential uses subject to only those restrictions that apply to other residential dwellings of the same type in the same zone, and adopt definitions of transitional housing and supportive housing pursuant to SB 745.	City Council, Planning Commission, Planning Division	N/A	2015-2016	The new Development Code allows residential care facilities, group homes and similar housing in certain residential districts and commercial mixed use area with appropriate permits. Modification needed in 2016.	***July 2012 Completed*** --------- *Ongoing 2016*
	H-3.7.4	Coordinate with the County & local non-profits to identify & address the housing & social needs of the local homeless population. *	Parks & Recreation Department / Community Grants Division	N/A	Ongoing	City Staff refers clients to local resources and attends Interagency Council on Homelessness. Police department has a representative on the Executive Committee for the Contra Costa Inter-jurisdictional Council on	Ongoing thru 2022

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
GOAL H-4		EQUAL HOUSING OPPORTUNITIES					
H-4.1		Ensure equal housing opportunities for all by reaffirming the City's commitment to work towards the elimination of discrimination in housing. *					
	H-4.1.1	Continue the City's existing contract with ECHO Housing to provide fair housing counseling, education, and outreach services. *	City Council, and Economic Development Division	N/A	Ongoing	City's Housing Program administers a contract with ECHO Housing for provision of fair housing counseling, education and outreach.	Ongoing thru 2022
	H-4.1.2	Continue the City's existing contract with Bay Area Legal to provide tenant-landlord counseling and resolve problems and conflicts that occur in tenant/landlord relationships. *	Economic Development / Redevelopment Division	N/A	Ongoing	City contracted with Bay Area Legal to provide tenant-landlord counseling services to resolve problems and conflicts.	Ongoing thru 2022
	H-4.1.3	Continue to monitor rental rates in Concord on an annual basis to provide up to date, reliable information on average & median rents in the City by unit size & type. *	Economic Development Division	N/A	Ongoing	City has contracted with U.S. Communities to monitor the City's affordable inventory for income eligibility and rental rates. Also, provides average and median rental rates. Reduced funding for continuation beyond 2014.	Ongoing thru 2016
	H-4.1.4	Work with the Contra Costa HOME Consortium to reduce impediments to fair housing choice identified in the Consortium's Analysis of Impediments to Fair Housing Choice.	Community Grants, and Economic Development & Housing Division	N/A	Ongoing	**The City Council adopted the City's 2015-20 Consolidated Plan. Updates are provided through the City's annual Action Plan, prepared in coordination with the HOME consortium.**	Ongoing thru 2022

TABLE C
PROGRAM IMPLEMENTATION STATUS

Recording Time Period: July 1, 2014 to June 30, 2022

Policy #	Program #	Title	Responsible Agency	Quantified Objective	Time Frame	Status	Completion Date
GOAL H-5		ENERGY CONSERVATION					
H-5.1		Encourage the incorporation of energy and water conservation design features in existing & future residential developments to conserve resources, reduce greenhouse gas emissions, & reduce housing costs.					
	H-5.1.1	Continue to allow new residential developments to provide, to the extent feasible, for passive energy conservation. Solar access, and water conservation features.	Planning Commission and Planning Division	N/A	Ongoing	**City approved a Citywide Climate Action Plan in July 2013 with GHG reduction strategies.** Staff encourages design strategies for new buildings through Design Review of projects.	Ongoing thru 2022
	H-5.1.2	Continue to enforce State Energy Conservation Standards (Title 24) for new residential construction or additions to existing structures.	Building Division	N/A	Ongoing	Building review and inspection based on Title 24 and new Building Code	Ongoing thru 2022
	H-5.1.3	Continue to offer rehabilitation loans to extremely low, very low, and low income homeowners & seniors to improve the energy efficiency of their residence and/or replace existing energy inefficient appliances through various Home Repair Loans and the Weatherization for Seniors Program.	Economic Development Division	N/A	Ongoing	City continues to offer Emergency Repair Loans and Weatherization and Home Security Grants for Seniors, as CDBG funds allow.	Ongoing thru 2014
	H-5.1.4	Continue to implement the Green Building Standards adopted in 2011 in accordance with State Law to implement General Plan policies & promote solar energy & other environmentally sound, energy efficient methods for heating & cooling homes, consistent with adopted building, mechanical & plumbing codes.	Building Division and Planning Division	N/A	Ongoing	Adopted by Building Division, and effective as of January 1, 2011.	Ongoing thru 2022

BD	BUILDING DIVISION
CA	CITY ATTORNEY
CC	CITY COUNCIL
CRS/CG	COMMUNITY & REC SERVICES / COMMUNITY GRANTS
DCR	DEPARTMENT OF COMMUNITY & RECREATION SERVICES
DRB	DESIGN REVIEW BOARD
ED/RD	ECONOMIC DEVELOPMENT/ REDEVELOPMENT DIVISION
ED	ENGINEERING DIVISION
FD	FINANCE DEPARTMENT
NS	NEIGHBORHOOD SERVICES
PC	PLANNING COMMISSION
PD	PLANNING DIVISION
RA	REDEVELOPMENT AGENCY

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
					Short term 2014	Mid term 2017	Long term 2022		
		LAND USE PLAN (LU)							
LU-1		**Adopt the Downtown Vision Plan, Impementation Strategy, and Regulating Code**							
	A.	Incorporate the Downtown Plan into the General Plan Update/Housing Element Update	Planning Division	Incorporated as Volume IV of the General Plan	X			Completed - Working on updating website and General Plan page to reflect Volume IV as DTSP	**Completed - June 24, 2014**
	B.	Prepare and Adopt Addendum for the Vision Plan, Regulating Code, and Implementation Strategy	Planning Division	Adopt Addendum for environmental review	X			Completed - Updating website to reflect Volume IV as DTSP and Resolution of Adoption	**Completed - June 24, 2014**
*	C.	Amend Development Code & other City Ordinances, as necessary to insure consistency with the Regulating Code	Planning Division	Update ordinances to reflect desired modifications	X			Secondary living unit, multi-family housing in DTSP and DMX - to be initiated upon Housing Element adoption	*Ongoing June 2015*
LU-2		**Examine Height and Incentive bonuses**							
*	A.	Define areas where additional height would be beneficial	Planning Division	Examine locations that may benefit from additional height	X			WMX-140 feet, CO-30 feet, DP 70 feet, CMX-30 feet Premature at this time	Re-examine in 2015
	B.	Develop code sections to recognize certain thresholds; up to 5 stories, 12 stories, over 12 stories	Planning Division	Develop design and develop standards geared toward variety of building styles		X	X	Mid-term objective	Re-examine in 2016
*	C.	Provide FAR/Density bonus for desirable amendities provided (open space, day care facilities, employment, 3-br units, gardens, etc.) (See Emeryville, San Diego, and Portland programs)	Planning Division	Prepare modification to Multi-family and/or Transit Overlay code in particular 122-273c	X			Multi-family housing and Transit Overlay mods. - to be initiated upon Housing Element adoption. Aff. Hsg. Inc. Program provides bonus for amenities. Consider incentives also for market rate	*Ongoing June 2015*
*	D.	Study modifications of Development Code to allow multi-family units w/just design review (within 1/2 mile radius of BART)	Planning Division	Prepare code update for DP and DMX districts or Transit Overlay	X			Consider streamlining by eliminating Use Permit for discussion with City's internal DAC. (Oak St./Galindo St.)	*Ongoing June 2015*
*	E.	Consider parking reduction as incentive for first two initial projects within the downtown of at least 100 units.	Planning / Economic Development Divisions	Consider for Oak Street site and Town Center sites (RFP)	X			Examine Transit Overlay mods. - to be initiated upon Housing Element adoption. (Oak St./Galindo St.)	*Ongoing June 2015*
LU-3		**Urban Design and Development**							
	A.	Focus primarily on vacant/under-utilized parcels within transit overlay	Planning and **Economic Development Divisions**	Brainstorm potential ideas/opportunities	X			Set up meeting to discuss	*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
*	B.	Define a new district around Pacheco, Adobe and Clay's Alley (restaurants, artisannal local retailers).	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X	X	Set up meeting to discuss	*Ongoing June 2015*
*	C.	Develop Grant St. as Vital Commercial link from TSP through to BART through use of developer incentives -tbd.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Part of Corridors Project grant; Submit for Salvio St. construction grant; Set up meeting to discuss	*Ongoing June 2015*
	D.	Study Redevelopment of Park and Shop area.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities			X	Premature at this time	*Re-examine in 2017*
*	E.	Work with community groups/hold meetings at different locations to generate more community input.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Set up meeting to discuss	*Ongoing June 2015*
		HOUSING (H)							
H-1		**Housing**							
	A.	Provide a greater diversity of housing types including market rate and affordable apts., condos, townhouses.	Planning Division	Brainstorm potential attraction ideas/opportunities		X		Consider streamlining by eliminating Use Permit for discussion with City's internal DAC.	*Ongoing June 2015*
*	B.	Monitor affordability within project area.	Planning Division	Provide bi-annual comparison with existing conditions report	X	X		Retain consultant (EPS) to provide update in spring of 2015	*Ongoing June 2015*
	C.	Maintain City's affordable units currently under Regulatory Agreement within project area at 90% of current level to 2022, as financially feasible.	Housing Division	Retain 603 of the 670 affordable units under affordability restrictions through to 2022.	X	X		Pursue funding mechanisms to retain affordable units as regulatory agreements expire over the next 8 years (Agreements with 142 units due to expire)	*Ongoing June 2015*
*	D.	Develop Anti-Displacement strategies for inclusion in Housing Element.	Planning Division	Incorporate new strategies within the Housing Element Update for adoption in Jan. 2015.	X	X		Anti-displacement strategies were incorporated into the Draft Update, upon PC/CC review for submittal and review to HCD.	*Ongoing Jan. 2015*
	E.	Monitor conditions of affordable units within City's inventory.	Building Division	Units are inspected on a 3-year rotational basis.	X	X		Update inspection dates into Compliance Services database	*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
*	F.	Examine updates to Secondary Living Unit ordinance to provide affordability and greater flexibility within the Transit Overlay Zone.	Planning Division	Prepare updates to secondary living unit/Transit overlay code	X			Met regarding the subject with CCWDon July 31, 2014	*Ongoing June 2015*
*	G.	Coordinate meeting with Contra Costa Water District to explore reducctions to fees and requirements by the District for Secondary Living Units.	Planning Division	Reduce fees for those secondary units within the Transit Overlay	X			Held initial meeting with CCWD staff on July 31, 2014 to understand definitions of each agency and history of fees.	*Ongoing June 2015*
		ECONOMIC VITALITY (ED)							
ED-1		**Engage Community Strategically for Downtown Redevelopment/Development**							
	A.	Create, distribute, and market the Downtown Concord Vision Poster and Outreach Campaign	Economic Development Division	Prepare marketing campaign for the downtown.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	B.	Develop Branding Program for Todos Santos District.	Economic Development Division	Prepare branding program	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	C.	Develop a Marketing Plan to: Engage bussiness owners, market properties, and provide infor. On Dev. Incentives.	Economic Development Division	or determine available City funds and meet with TSBA to discuss.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	D.	Engage Property Owners to gain an Understanding of City's goal of branding of Todos Santos District	Economic Development Division	Present concepts at TSBA	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	E.	Re-examine Creation of and Market Support for Property-Based Improvement District.	Economic Development Division	Facilitate adoption of a PBID to support the downtown	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	F.	Prepare Long-term Property Management Plan for submittal to the State for City's prior Redevelopment sites	Economic Development Division	Submit LRPMP to DoF for review	X			Dept. of Finance. Currently, pending comments to finalize document. Staff will begin RFP for vacant sites upon completion.	***July 2014 Completed pending Final***
	G.	on market demand, to attract to the DTSP Area. Plan and Implement.	Economic Development Division	N/A	X			ED Implementing Economic Vitality Program	*Ongoing June 2015*
	H.	Seek grants and other funding sources for improvements and activities.	Economic Development Division	Obtain grant related to marketing of the downtown.	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
	I.	Expand existing Economic Development Program to Retain and Support existing businesses/offices within the downtown.	Economic Development Division	Track new downtown businesses attracted and retained.	X			Current efforts underway and ongoing	*Ongoing June 2015*
ED-2		**Support Development/Redevelopment of Downtown Properties**							

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
	A.	Re-Initiate façade improvement program with City supporting design, development and expedited permitting	Economic Development Division	Obtain funding for and renew documents for program	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
	B.	Prepare Design Guidelines handout for developers (Excerpt from SP).	**Planning Division** and Economic Development Division	Prepare Handout and publish	X			Need to meet with DRB to review Design Guidelines chapter and concepts	*Ongoing June 2015*
	C.	Encourage and facilitate a Parking Management Program in the DP zoned area and south to BART by initiating a parking management study for the DP & DMX zoning districts that analyzes the availability of existing parking spaces, determines modifications necessary in order to make private spaces available to the public, examines concepts such as unbundled parking & transfer of parking rights, and actions required to form a parking management district.	**Planning Division/ Transportation /** Economic Development and Housing Division	**Pursue funding for, retain consultant and prepare a Parking Management Plan**		X	X	Premature at this time	Re-examine in 2017
	D.	Examine Timed Parking for on-street parking in DP zoned Area to encourage parking turnover.	Economic Development and Housing Division	Undertake focussed study in limited area		X		Premature at this time	Re-examine in 2016-17
*	E.	Establish Design Parameters for Successful/flexible retail (guidelines) for mixed use projects	**Division/** Economic Development and Housing		X	X		Identify issues and potential solutions for mixed use projects.	*Ongoing June 2016*
*	F.	Re-examine Development Code for retail requirements within mixed use projects.	**Planning/** Economic Development and Housing Division		X			Need to Identify potential code amendments.	*Ongoing June 2016*
	G.	Re-Examine and Coordinate Procedures and Fees for in-lieu Parking Fee Program.	Economic Development and Housing Division	Updating of In-Lieu Parking Fee Program procedures	X			Research and review of fees needed, procedures need to be prepared and implemented	Re-examine in 2016-17
ED-3		**Initiate Catalyst Development Projects/Leverage Public Land**							

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
	A.	Use Successor Agency opportunity sites as catalyst development sites to incentivize developers w/ First-In Incentive Package	**Economic Development & Housing Division** / Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
	B.	Select a developer for the 4.22 acre Oak St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a Disposition & Development Agreement with that developer	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Oak Street site	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
	C.	After Oak St. site, select a developer for the 3-acre Galindo St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a DDA with that developer.	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Galindo Street site		X		Premature at this time	*Re-examine in 2016/17*
	D.	Establish cost/feasibility of promoting fee reduction or fixed impact fees for two key sites to incentivize developers at catalyst sites.	**Development & Housing Division**/ Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
ED-4		**Encourage and facilitate development of other infill sites in Todos Santos District**							
*	A.	Encourage development of Grant Street sites.	**Planning Division** / Economic Development and Housing	Provide focussed handouts and brochure for developers	X	X		Meet with developers on ongoing basis.	*Ongoing June 2016*
	B.	Encourage development of key opportunity sites in Transit Overlay of Todos Santos District.	Planning Division / **Economic Development and Housing**	Provide focussed handouts and brochure for developers	X	X			*Ongoing June 2016*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
	C.	Develop inventory and tracking of retail businesses; Definition and tracking of Successful Performing Retail.	Planning Division / **Economic Development Division**	Prepare summary of efforts.	X	X			*Ongoing June 2016*
*	D.	Coordinate with BART on property adjacent to Successor Agency-owned parcels to create complimentary disposition processes.	**Planning Division** / Transportation Division	Meetings and coordination on three BART station and streetscape projects	X			Met with BART regarding three upcoming projects on July 24th and upcoming meeting on August 29th at BART	*Ongoing June 2017*
ED-5		**Develop Plan for Marketing Strategic Sites to Developers**							
*	A.	Host Second Developer Panel on Implementation and Marketing of Sites	Planning Division	Host Developer Panel on downtown	X			was hosted on April 24-25 with Final Report provided on August 4, 2014. Comments were incorporated into DTSP adopted June 24, 2014	**Completed - August 2014**
	B.	Effective targeting and reaching out to desirable developers with successful regional track record.	**Development and Housing Division** / Planning Division		X	X			*Ongoing June 2016*
*	C.	Clearly articulate entitlement streamlining achieved through Specific Plan in marketing approach to developers.	Planning Division	Development of brochure/handouts for key developers.	X			Pending CED managers initiative with permit center	*Ongoing June 2016*
ED-6		**Program Quick Wins as Possible for Downtown**							
	A.	Prepare Requests for Proposals to Engage Mural Artwork on utility structures	Economic Development Division	Could be substituted with some other new activity to generate interest in downtown	X				*Ongoing June 2015*
	B.	Host Chalk Art Contest in coordination w/ Music & Market or Downtown Events	Economic Development and Housing Division	Host new event in downtown to generate interest & attendance	X				*Ongoing June 2015*
*	C.	Prepare Process and Procedures for Parklet Design Development similar to Sidewalk Café Permit	Economic Development Planning and Public Works	Identify area to activate with parklet design and implement proto-type	X			Identify potential area near Adobe St./Clay Alley for site.	*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
	D.	Coordinate/Facilitate Monthly Vendor Event along Grant St., between WPR and BART	Economic Development Division	Identify event to activate Grant Street between BART and TDS	X				*Ongoing June 2015*
	E.	Promote existing downtown historic walking tour, Galindo House, Concord Historical Museum & Research Center and key historic properties (example: Todos Santos Days event)	Economic Development Division/Downtown Manager	Coordinate with Historical Society to conduct Downtown Walking tour event	X				*Ongoing June 2015*
		TRANSPORTATION							
T-1		**Preserve & enhance the quality of Concord's residential & mixed use neighborhoods to ensure a comfortable, safe healthy, & attractive living environment for all residents.**							
	A.	Establish Free Downtown Circulator Shuttle to address first mile/last mile concerns with expanded use of BART through development of PBID.	**Planning Division**, Transportation Division	Implement Trolley Shuttle through CCCTA with short and long routes		X		Premature at this time	Re-examine in 2016-17
	B.	Use Public Land to Create Interesting pedestrian places, e.g., public seating, "pop-up" retail/event space, etc.	**Planning Division**, Transportation Division	Implement proto-type with draft ordinance		X		Premature at this time	Re-examine in 2016-17
	C.	Program streetscape furnishing improvements on key corridors.	**Planning Division**, Public Works Division	Green Streets framework programming through Corridors project		X		Premature at this time; Corridors Projgect grant will begin to address	Re-examine in 2016-17
	D.	Provide Downtown Concord bike share program and explore the possibility of incorporating electric bikes into the bike share fleet.	Planning Division, **Public Works Division**	Pursue grant-funded program for 5 bikes.		X		Premature at this time	Re-examine in 2016-17
*	E.	Where possible, promote connectivity between Downtown & the Iron Horse Trail, as well as the Contra Costa Canal Trail.	**Planning Division**, Transportation Division	Confirm being address through scope of Citywide Bike and Ped Program	X	X		Addressed within RFP released Aug. 7, 2014 and to be included in scoping effort.	*Ongoing June 2015*
	F.	Study conversion of one-way streets to two-way streets to increase accessibility to retail and downtown navigation.	Planning Division, **Transportation Division**	Scope and retain consultant for focussed study		X		Premature at this time	Re-examine in 2016-17
	G.	Re-examine signal timing on through streets, especially during mid-day pedestrian travels.	Transportation Division	Analyze and determine whether further study is needed	X				*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
*	H.	Strengthen the connection between Park & Shop and Todos Santos Plaza via Willow Pass Road and Salvio Street.	**Planning Division**, Transportation Division	Design Streetscape program, move toward adobe/clay street project.	X	X		Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
T-2		**Develop transportation impact study guidelines that establish alternative metrics for evaluating transportation system**							
	A.	Corridor travel time as opposed to isolated intersection operations.	Planning Division, **Transportation Division**		X	X			*Ongoing June 2015*
*	B.	Adopt street designation overlay to establish modal priorities.	**Planning Division**, Transportation Division	Completed with Specific Plan, incorporate more completely into Circulation Element	X	X		Review Circulation Element for appropriate inclusion of overlay and coordinate with Ray	*Ongoing June 2015*
T-3		**Improve Parking Strategies**							
	A.	Study reduced parking requirements to residential units within 1/2 mile of BART	**Planning Division**, Transportation Division			X		Premature at this time	Re-examine in 2016-17
*	B.	Evaluate flexible parking standards - i.e. City of Emeryville range of required parking (33% less than expected demand - 10% more than predicated demand for commercial uses).	**Planning Division**, Transportation Division		X	X		Research Emeryville; consider study session or committee on parking	*Ongoing June 2015*
*	C.	Work with car-sharing entities to: 1) locate cars within the downtown project area; 2) make downtown residents/employees aware of the opportunities through annual coordination meetings with providers and 3) establishing guidelines for new projects to provide car sharing spaces.	**Planning Division**, Transportation Division		X	X		Consider parking study session	*Ongoing June 2015*
*	D.	Require parking be unbundled from rent or sales price in residential developments.	**Planning Division**, Transportation Division	Consider modifications to parking ordinance or incentive program	X				*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
	E.	Further study charging market rate for public parking in the downtown area, implement companion parking technologies (pay by cell phone, etc.) & parking informational brochure, website, wayfinding signs. Bi-annually monitor availability of street parking in the Downtown Pedestrian (DP) zoning district to track impact of new development and set goal of ensuring availability (e.g. 10-15%). As availability reduces over time re-examine preparation of parking study for potential addition of meters.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
	F.	Return parking revenue to the area by establishing Parking District; could be used to fund free shuttle & improve pedestrian/cycling conditions including signate and wayfinding.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
*	G.	City will consider a parking reduction of up to 25% for any projects providing the following strategies within the Downtown Specific Plan Area: 1) free (bus) transit passes for residents/employees; 2) car sharing memberships & location of on-site parking space for a car sharing vehicle; 3) unbundled parking.	**Planning Division**, Transportation Division	Define specific strategy options for developers within transit overlay (1/2 mile of BART).	X			Can be considered per Existing Section 122-386(g) as part of Use Permit review process for projects within 1/2 mile of BART with development of Transportation Demand Management Plan. Clarify in Ordinance.	*Ongoing June 2016*
*	H.	Further study a modification to City's parking ordinance to allow flexibility for new housing developments, whereby, the property owner shall provide at no cost to every employee and/or residential unit for X years from certificate of occupancy: 1) a pass for unlimited local bus transit service; or 2) a functionally equivalent transit benefit in an amount at least equal to the price of a non-discounted, unlimited monthly local bus pass, to be approved by the Planning Manager or specified within conditions of approval	**Planning Division**, Transportation Division	Related to item above. Consider incentives for unbundled parking.	X			Consider parking study session with Ray and Fehr and Peers, Transform	*Ongoing June 2016*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
*	I.	Further examine Development Code Section 122-386(g) to allow greater flexibility under (g) Adjustments to Parking Requirements to discourage excess parking in proximity to transit stations.	**Planning Division**, Transportation Division	Summarize potential / desired parking adjustments for study session	X				*Ongoing June 2016*
T-4		**Optimize Coordination with BART**							
*	A.	Engage and actively coordinate with BART to streamline development and expedite approval processes for Station and Access Improvements.	**Planning Division**, Transportation Division	Ongoing coordination; retain Concord as a priority on BART priority list.	X	X	X	Met with BART on station improvements on July 24th and Aug. 29th. Ongoing effort	*Ongoing June 2015*
	B.	Explore how the City could convene stakeholders and facilitate the above process.	**Planning Division**, Transportation Division	Coordinate departments on regular and consistent efforts		X		Premature at this time	Re-examine in 2016-17
	C.	Develop interim parking strategy and optimizing parking lots.	**Planning Division**, Transportation Division	Prepare Parking Management Plan for DP/DMX districts		X		Premature at this time	Re-examine in 2016-17
*	D.	Explore potential for BART corridor overlay zoning	**Planning Division**	Grant St. / Salvio St.	X	X		Consider incentives/ investments along green framework	*Ongoing June 2015*
*	E.	Coordinate with BART on way-finding program.	**Planning Division**, Transportation Division	Grant St. / Oak St.	X			Met with BART on station improvements on July 24th and Aug. 29th. *Ongoing effort*	*Ongoing June 2015*
*	F.	Coordinate with BART on Concord Station improvements.	**Planning Division**, Transportation Division	Retain Concord at top of BART priority list	X			Met with BART on station improvements on July 24th and Aug. 29th. *Ongoing effort*	*Ongoing June 2015*
	G.	Prepare focused transportation studies on site access/circulation.	**Planning Division**, Transportation Division	Ray	X	X			*Ongoing June 2015*
		INFRASTRUCTURE							
I-1		**Program Grant Street Improvements**							
*	A.	Design Streetscape, Landscape and Lighting Improvements from BART to Todos Santos,; Define Cost Estimate	**Planning Division**, Transportation Division		X	X	X	Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
*	B.	Implement Public Art at Key Locations	**Planning Division**, Public Works Division		X	X			*Ongoing June 2015*
I-2		**Program Pedestrian and Bicycle Plan Improvements**							
*	A.	Design Green Framework path within Downtown Specific Plan	**Planning Division**, Transportation, PW Division	Prepare design and construction plans; pursue grant funding	X			Determine available funding mechanisms/potitical will	*Ongoing June 2015*
	B.	Coordinate with Construction of OBAG Last Mile and Detroit Avenue projects	Planning Division, **Transportation,** PW Division		X				*Ongoing June 2015*
*	C.	Coordinate with BART on potential for connection of North Concord BART trail with trail west of Concord BART	**Planning Division**, PW Division		X			Aug. 29th meeting	*Ongoing June 2015*
	D.	Install Fence and Entry Arches along south side of Todos Santos Plaza	Current Engineering, CIP/Eng. Division		X				*Ongoing June 2015*
*	E.	Program for On-street Pedestrian and Bicycle facility improvements and incorporate with Bicycle Master Plan	**Planning Division**, PW Division	Formalize Community Outreach Plan	X	X		Develop scoping of Citywide Bike and Ped. Plan; Consider committee make-up	*Ongoing June 2015*
*	F.	Enhance Streetscape on Key streets linking Major Destinations	**Planning Division**, PW Division	Prepare design and construction plans; pursue grant funding	X			Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
	G.	Create enhanced pedestrian crossings at key locations: Concord Ave., Galindo St., Willow Pass Road	Transportation Division and CIP/Eng. Division			X			
*	I.	Examine modifying Section 122-393 Bicycle Parking within next Development Code Amendment to link bicycle parking requirement to number of units rather than number of spaces.	Planning Division	Revise Section 122-393 consistent with strategy	X			Incorporate during next code clean-up effort	*Ongoing June 2015*
	J.	Submit application to become a "Platinum Bike City" by 2020	Planning Division			X	X	Premature at this time	Re-examine in 2016-17
*	K.	Retain consultant for preparation of Bicycle Master Plan	Planning Division	Prepare staff report for consultant contract for Council consideration	X			RFP Sent out on August 7, 2014 and due on September 11, 2014.	*Ongoing June 2015*
		DESIGN GUIDELINES							

TABLE C-2

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Recording Time Period: Aug. 1, 2014 to Feb. 28, 2015

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
D-1		**Design Guidelines**							
*	A.	Hold Study Session with DRB to explore Early California theme	Planning Division	Step 1	X			During Fall of 2014	*Ongoing June 2015*
*	B.	Prepare Design Guidelines handout for Developers (excerpt from SP).	Planning Division	Step 2	X			Coordinate with Economic Development on Brochure	*Ongoing June 2015*
		FUNDING PROGRAMS							
F-1		**Investigage Funding Sources and Availability**							
	A.	Evaluate Tax Increment Financing (TIF) districts and Urban Transportation Districts (UTDs) that can provide financing for facilities, roads, and transportation enhancements within the project area.	Transportation Division and **CIP Division**		X	X	X		*Ongoing June 2015*
	B.	Study Potential for Transfer of development rights.	Economic Development Division			X	X	Premature at this time	Re-examine in 2017
	C.	Investigate feasibility of a Benefit Assessment District or other funding mechanisms.	Economic Development and Housing Division			X		Premature at this time	Re-examine in 2017
	D.	Establish Property-based Improvement District (PBID)	Economic Development Division		X	X		Revisit concept of PBID at upcoming TSBA meeting	*Ongoing June 2015*
	E.	Explore private/public partnerships for neighborhood revitalization projects	Economic Development and Planning Division		X				*Ongoing June 2015*
*	F.	Apply for PDA Implementation grants, as available	Planning Division		X			Salvio St. Streetscape Project grant received, Corridors Project $50,000 grant received; grant submitted to CCTA for $200,000 for Greenframe Design.	*Ongoing June 2015*
	G.	Program necessary infrastructure projects for Downtown Specific Plan in CIP	Transportation Division, **CIP/Eng. Division**		X				*Ongoing June 2015*
	H.	Safe Routes to Transit	**Transportation Division** and CIP/Eng. Division		X	X			*Ongoing June 2015*

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame: Short term 2014-17	Time Frame: Mid term 2017-22	Time Frame: Long term 2022-40	Status 1/25/2016	Anticipated Completion Date
		LAND USE PLAN (LU)							
LU-1		**Adopt the Downtown Vision Plan, Impementation Strategy, and Regulating Code**							
	A.	Incorporate the Downtown Plan into the General Plan Update/Housing Element Update	Planning Division	Incorporated as Volume IV of the General Plan	X			Completed - Working on updating website and General Plan page to reflect Volume IV as DTSP	**Completed - June 24, 2014**
	B.	Prepare and Adopt Addendum for the Vision Plan, Regulating Code, and Implementation Strategy	Planning Division	Adopt Addendum for environmental review	X			Completed - Updating website to reflect Volume IV as DTSP and Resolution of Adoption	**Completed - June 24, 2014**
	C.	Amend Development Code & other City Ordinances, as necessary to insure consistency with the Regulating Code	Planning Division	Update ordinances to reflect desired modifications	X			Planning staff is coordinating with CCWD regarding secondary living units, text amendment regarding transitional and supportive housing will be forthcoming in 2016.	*Ongoing June 2016*
LU-2		**Examine Height and Incentive bonuses**							
	A.	Define areas where additional height would be beneficial	Planning Division	Examine locations that may benefit from additional height	X			Not considered a constraint currently. WMX-140 feet, CO-30 feet, DP 70 feet, CMX-30 feet Premature at this time. WMX does allow increased height with a Use Permit.	Re-examine in 2017
	B.	Develop code sections to recognize certain thresholds; up to 5 stories, 12 stories, over 12 stories	Planning Division	Develop design and develop standards geared toward variety of building styles		X	X	Mid-term objective	Re-examine in 2017
	C.	Provide FAR/Density bonus for desirable amenities provided (open space, day care facilities, employment, 3-br units, gardens, etc.) (See Emeryville, San Diego, and Portland programs)	Planning Division	Prepare modification to Multi-family and/or Transit Overlay code in particular Section 18.105.040 Dev. Stds.	X			Multi-family housing and Transit Overlay mods. - to be initiated upon Housing Element adoption. Aff. Hsg. Imp. Program provides bonus for amenities. Consider incentives also for market rate housing.	*Ongoing June 2017*
	D.	Study modifications of Development Code to allow multi-family units w/just design review (within 1/2 mile radius of BART)	Planning Division	Prepare code update for DP and DMX districts or Transit Overlay	X			The Affordable Housing Incentive Program already provides for Design Review only for affordable units; Consider streamlining by eliminating Use Permit for market rate units. May consider study session to discuss with City's internal DAC and DRB/PC	*Ongoing June 2017*

	E.	Consider parking reduction as incentive for first two initial projects within the downtown of at least 100 units.	Planning / Economic Development Divisions	Consider for Oak Street site and Town Center sites (RFP)	X			Study Session held in April 2014, Council was not open to adjustments to parking ordinance. Revisit during RFP process and/or as Study Session w/ new MF developments. Examine potential Transit Overlay modifications. Parking Ord. already provides for some adjustments and flexibility (Section 18.160.050)	*Ongoing June 2017*
LU-3		**Urban Design and Development**							
	A.	Focus primarily on vacant/under-utilized parcels within transit overlay	Planning and **Economic Development Divisions**	Brainsotrm potential ideas/opportunities	X			City's Successor Agency sites will move forward in 2016 with preparation of RFP, first priority for Oak Street site to select developer for submittal of plans to process entitlement.	*Ongoing June 2017*
	B.	Define a new district around Pacheco, Adobe and Clay's Alley (restaurants, artisannal local retailers).	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X	X	Set up meeting to discuss	*Ongoing June 2016*
	C.	Develop Grant St. as vital Commercial link from TSP through to BART through use of developer incentives - tbd.	**Planning Division** and Economic Development Divisions	Research and obtain grant funding to pursue improvements.	X	X		City has initiated Corridors Project including Grant St., Salvio St., and Oak St., for design concepts for complete streets design development (July 2016 timeframe). Plans to submit for OBAG Grant for construction dollars.	*Ongoing 2017 Corridors Plan for adoption by July 2016*
	D.	Study Redevelopment of Park and Shop area.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities			X	Premature at this time - Long term strategy However, staff is currently working on preparation of Park and Shop Design Guidelines and held a public workshop on the project in late 2015.	*Re-examine in 2017*
	E.	Work with community groups/hold meetings at different locations to generate more community input.	**Planning Division** and Economic Development Divisions	Schedule meetings close to project site, as possible.	X	X		City's Bike and Pedestrian Plan outreach, Detroit Avenue projects , and Corridors Plan have hosted meetings in Todos Santos Plaza, at the Keller House, at Meadow Homes Elementary, Willow Pass Community Center.	*Ongoing June 2017*
		HOUSING (H)							
H-1		**Housing**							
	A.	Provide a greater diversity of housing types including market rate and affordable apts., condos, townhouses.	Planning Division	Brainstorm potential attraction ideas/opportunities		X		Consider streamlining process by eliminating Use Permit requirement for multi-family, live work, for discussion with City's internal DAC. Review ways to reduce months to process.	*Ongoing June 2016*

	B.	Monitor affordability within project area.	Planning Division	Provide bi-annual comparison with existing conditions report	X	X		Retain consultant (EPS) to provide update in summer of 2016.	*Ongoing June 2016*
	C.	Maintain City's affordable units currently under Regulatory Agreement within project area at 90% of current level to 2022, as financially feasible.	Housing Division	Retain 603 of the 670 affordable units under affordability restrictions through to 2022.	X	X		Pursue funding mechanisms to retain affordable units as regulatory agreements expire over the next 8 years (Agreements with 142 units due to expire during that period). Staff coordinating in providing funding for Virginia Lane Rehabilitation and preparation of Nexus Study to re-examine Affordable Housing Fee.	*Ongoing ---- Review of Affordable Housing In-Lieu fee by June 2016*
	D.	Develop Anti-Displacement strategies for inclusion in Housing Element.	Planning Division	Incorporate new strategies within the Housing Element Update for adoption in Jan. 2015.	X	X		Anti-displacement strategy (Program H-2.4.1) was incorporated into the Housing Element Update.	**Completed *Jan. 2015***
	E.	Monitor conditions of affordable units within City's inventory.	Building Division	Units are inspected on a 3-year rotational basis; input dates	X	X		Building Division inspects multi-family on an ongoing basis, inspection dates into Compliance Services database, and self certification process is still available to property managers.	*Ongoing June 2016*
	F.	Examine updates to Secondary Living Unit ordinance to provide affordability and greater flexibility within the Transit Overlay Zone.	Planning Division	Prepare updates to secondary living unit/Transit overlay code	X			City CED staff proposed Pilot Program to PDIO Council Committee on Nov. 12, 2015. Moving forward with recommendations in February/March.	*Planned for completion in March 2016.*
	G.	Coordinate meeting with Contra Costa Water District to explore reducctions to fees and requirements by the District for Secondary Living Units.	Planning Division	Reduce fees for those secondary units within the Transit Overlay	X			Met with CCWD on July 31, 2014 to understand definitions of each agency and history of fees. Staff attended CCWD's Stakeholder meeting for their Facility Reserve Charge process in January and met with their planning staff on February 13, 2015 with continued coordination through 2015. On Jan. 6, 2016, CCWD Board adopted a reduction of $5,006 for new secondary unit service fees.	**Completed Jan. 2016**
		ECONOMIC VITALITY (ED)							
ED-1		**Engage Community Strategically for Downtown Redevelopment/Development**							
	A.	Create, distribute, and market the Downtown Concord Vision Poster and Outreach Campaign	Economic Development Division	Prepare marketing campaign for the downtown.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2016*

	B.	Develop Branding Program for Todos Santos District.	Economic Development Division	Prepare branding program	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2016*
	C.	Develop a Marketing Plan to: Engage bussiness owners, market properties, and provide infor. On Dev. Incentives.	Economic Development Division	Retain grant funding or determine available City funds and meet with TSBA to discuss.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2016*
	D.	Engage Property Owners to gain an Understanding of City's goal of branding of Todos Santos District	Economic Development Division	Present concepts at TSBA	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2016*
	E.	Re-examine Creation of and Market Support for Property-Based Improvement District.	Economic Development Division	Facilitate adoption of a PBID to support the downtown	X			Retain grant funding or allocate City funds to revisit PBID during next year and meet with TSBA to discuss.	*Ongoing June 2016*
	F.	Prepare Long-term Property Management Plan for submittal to the State for City's prior Redevelopment sites	Economic Development Division	Submit LRPMP to DoF for review	X			Report completed and submitted to Dept. of Finance. Staff will begin RFP for vacant Successor Agency sites (Oak St.) upon completion.	***Completed and Approved in Dec. 2015***
	G.	Identify target businesses, based on market demand, to attract to the DTSP Area. Plan and Implement.	Economic Development Division	Identify businesses for specific business attraction to within the Downtown limits.	X			ED Division Implementing Economic Vitality Program	*Ongoing June 2016*
	H.	Seek grants and other funding sources for improvements and activities.	Economic Development Division	Obtain grant related to marketing of the downtown.	X			Reseach and pursue State, regional and private grants; pending hire of staff	*Ongoing June 2016*
	I.	Expand existing Economic Development Program to Retain and Support existing businesses/offices within the downtown.	Economic Development Division	Track new downtown businesses attracted and retained.	X			Current efforts underway and ongoing	**Business Developmen t Manager hired in Dec. 2015** *Ongoing*
ED-2		**Support Development/Redevelopment of Downtown Properties**							
	A.	Re-Initiate façade improvement program with City supporting design, development and expedited permitting	Economic Development Division	Obtain funding for and renew documents for program	X			Reseach and pursue State, regional and private grants	*Ongoing June 2016*
	B.	Prepare Design Guidelines handout for developers (Excerpt from SP).	**Planning Division** and Economic Development Division	Prepare Handout and publish	X			Todos Santos Design Guidelines currently being prepared by staff w/30% progress review by AD-Hoc/DRB on Feb. 8, 2016.	***Anticipated adoption in July 2016***

	C.	Encourage and facilitate a Parking Management Program in the DP zoned area and south to BART by initiating a parking management study for the DP & DMX zoning districts that analyzes the availability of existing parking spaces, determines modifications necessary in order to make private spaces available to the public, examines concepts such as unbundled parking & transfer of parking rights, and actions required to form a parking management district.	**Planning Division/ Transportation** / Economic Development and Housing Division	Pursue funding for, retain consultant and prepare a Parking Management Plan		X	X	Premature at this time - Mid Term	Re-examine in 2017
	D.	Examine Timed Parking for on-street parking in DP zoned Area to encourage parking turnover.	**Transportation**/ Economic Development and Housing Division	Undertake focussed study in limited area		X		Premature at this time - Mid Term	Re-examine in 2016-17
	E.	Establish Design Parameters for Successful/flexible retail (guidelines) for mixed use projects	**Planning Division**/ Economic Development and Housing Division		X	X		Identify issues and potential solutions for mixed use projects. Review existing Mixed Use development standards and consider edits.	*Ongoing June 2016*
	F.	Re-examine Development Code for retail requirements within mixed use projects.	**Planning**/ Economic Development and Housing Division		X			Need to Identify potential code amendments.	*Ongoing June 2016*
	G.	Re-Examine and Coordinate Procedures and Fees for in-lieu Parking Fee Program.	**Transportation**/ Economic Development and Housing Division	Updating of In-Lieu Parking Fee Program procedures	X			Research and review of fees needed, identify procedures that would need to be prepared and implemented	Re-examine in 2016-17
ED-3		**Initiate Catalyst Development Projects/Leverage Public Land**							
	A.	Use Successor Agency opportunity sites as catalyst development sites to incentivize developers w/ First-In Incentive Package	**Economic Development & Housing Division** / Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Long Range Property Management Plan was finalized and approved by DOF in Dec. 2015.	*Ongoing July 2017*
	B.	Select a developer for the 4.22 acre Oak St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a Disposition & Development Agreement with that developer	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Oak Street site	X			ED Staff meeting with interested developers. RFP would potentially be coordintated in early 2016.	*Ongoing 2016*
	C.	After Oak St. site, select a developer for the 3-acre Galindo St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a DDA with that developer.	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Galindo Street site		X		ED Staff meeting with interested developers. RFP would potentially be coordintated in 2016/2017.	*Re-examine in 2016/17*

	D.	Establish cost/feasibility of promoting fee reduction or fixed impact fees for two key sites to incentivize developers at catalyst sites.	**Economic Developmen t & Housing Division/** Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Determination to be made at time of RFP	*Ongoing June 2016*
ED-4		**Encourage and facilitate development of other infill sites in Todos Santos District**							
	A.	Encourage development of Grant Street sites.	**Planning Division /** Economic Development and Housing	Provide focussed handouts and brochure for developers	X	X		Brownman development coordinating with Planning staff on one Grant Street site. Corridors Plan to upgrade Grant Street to Complete Streets, Green Streets project.	*Ongoing June 2016*
	B.	Encourage development of key opportunity sites in Transit Overlay of Todos Santos District.	Planning Division / **Economic Developmen t and Housing**	Provide focussed handouts and brochure for developers	X	X		Planning and ED Staff meeting with developers. Formal application for Concord Village-230 units, Browman Development-135 units, Blockbuster site, and one successor agency site anticipated in 2016.	*Ongoing June 2016*
	C.	Develop inventory and tracking of retail businesses; Definition and tracking of Successful Performing Retail.	Planning Division / **Economic Developmen t Division**	Prepare summary of efforts.	X	X		Economic Development team - in progress. Staff assists business owners in terms of permit facilitation, site selection services, cross promotion of events, etc.	*Ongoing June 2016*
	D.	Coordinate with BART on property adjacent to Successor Agency-owned parcels to create complimentary disposition processes.	**Planning Division /** Transportatio n Division	Meetings and coordination on three BART station and streetscape projects	X			ED staff in coordination and communication with BART.	*Ongoing June 2017*
ED-5		**Develop Plan for Marketing Strategic Sites to Developers**							
	A.	Host Second Developer Panel on Implementation and Marketing of Sites	Planning Division	Host Developer Panel on downtown	X			ULI Technical Assistance Panel was hosted on April 24-25 with Final Report provided on August 4, 2014. Comments were incorporated into DTSP adopted June 24, 2014	**Completed - August 2014**
	B.	Effective targeting and reaching out to desirable developers with successful regional track record.	**Economic Development and Housing Division /** Planning Division		X	X		Meet with developers and tenants on ongoing basis.	*ED staff hired in June 2015 to assist with ongoing*
	C.	Clearly articulate entitlement streamlining achieved through Specific Plan in marketing approach to developers.	Planning Division	Development of brochure/handouts for key developers.	X			Articulated in meetings with developers on a site by site, case by case basis. Most sites confirming with GP and Zoning only require a UP and Design Review and can utilize CEQA Infill exemption.	*Ongoing June 2016*

ED-6		**Program Quick Wins as Possible for Downtown**							
	A.	Prepare Requests for Proposals to Engage Mural Artwork on utility structures or similar public art	Economic Development Division	Could be substituted with some other new activity to generate interest in downtown	X			Todos Santos Arches scheduled to be installed in Fall of 2015.	*Ongoing 2016*
	B.	Host Chalk Art Contest or similar new event in coordination w/ Music & Market or Downtown Events	City Council, Economic Development and Housing Division	Host new event in downtown to generate interest & attendance	X			Giants Celebration - World Series Trophy Tour -Jan. 12, 2015 and Hispanic Chamber of Commerce - Festival of Latin Culture held Aug. 23	**Completed** *Ongoing into 2016*
	C.	Prepare Process and Procedures for Parklet Design Development similar to Sidewalk Café Permit	Economic Development Planning and Public Works	Identify area to activate with parklet design and implement proto-type	X			Corridors Project has prepared Design Guidelines and will prepare Conceptual Designs for key street segments	*Approved Plan by June 2016 with follow up OBAG submittal for funding*
	D.	Coordinate/Facilitate Monthly Vendor Event along Grant St., between WPR and BART	Economic Development Division	Identify event to activate Grant Street between BART and TDS	X			Off the Grid was retained to facilitate additional activity and service on Monday evenings	**Completed** *Ongoing into 2016*
	E.	Promote existing downtown historic walking tour, Galindo House, Concord Historical Museum & Research Center and key historic properties (example: Todos Santos Days event)	Economic Development Division/ Downtown Manager	Coordinate with Historical Society to conduct Downtown Walking tour event	X			Staff attended walking tour with Galindo House representative in Dec. 2015 to understand the properties of historical significance in the downtown.	*Ongoing June 2016*
		TRANSPORTATION							
T-1		**Preserve & enhance the quality of Concord's residential & mixed use neighborhoods to ensure a comfortable, safe healthy, & attractive living environment for all residents.**							
	A.	Establish Free Downtown Circulator Shuttle to address first mile/last mile concerns with expanded use of BART through development of PBID.	**Planning Division**, Transportation Division	Implement Trolley Shuttle through CCCTA with short and long routes		X		Mid Term strategy	Re-examine in 2017
	B.	Use Public Land to Create Interesting pedestrian places, e.g., public seating, "pop-up" retail/event space, etc.	**Planning Division**, Transportation Division	Implement proto-type with draft ordinance		X		Corridors Plan preparing design guidelines including potential for pop-up retail spaces.	*Plan for adoption by July 2016*
	C.	Program streetscape furnishing improvements on key corridors.	**Planning Division**, Public Works Division	Green Streets framework programming through Corridors project		X		Corridors Plan preparing design guidelines including furnishings for Grant St., Oak St., and Salvio Street. Salvio Pacheco Plaza outdoor seating improvements also designed.	*Plan for adoption by July 2016*
	D.	Provide Downtown Concord bike share program and explore the possibility of incorporating electric bikes into the bike share fleet.	Planning Division, **Public Works Division**	Pursue grant-funded program for 5 bikes.		X		Mid Term Strategy	Re-examine in 2017

	E.	Where possible, promote connectivity between Downtown & the Iron Horse Trail, as well as the Contra Costa Canal Trail.	**Planning Division**, Transportation Division	Confirm being address through scope of Citywide Bike and Ped Program	X	X		Bike, Pedestrian and Safe Routes to Schools Plan anticipated for adoption by July 2016.	*Ongoing June 2016 OBAG application in 2016 for funding*
	F.	Study conversion of one-way streets to two-way streets to increase accessibility to retail and downtown navigation.	Planning Division, **Transportation Division**	Scope and retain consultant for focussed study		X		Mid Term strategy	Re-examine in 2016-17
	G.	Re-examine signal timing on through streets, especially during mid-day pedestrian travels.	Transportation Division	Analyze and determine whether further study is needed	X			Transportation Div. made adjustments to crossings of Clayton Rd. and Concord Blvd. in Fall 2015 to facilitate easier crossings for pedestrians	***Completed*** *Ongoing review June 2016*
	H.	Strengthen the connection between Park & Shop and Todos Santos Plaza via Willow Pass Road and Salvio Street.	**Planning Division**, Transportation Division	Design Streetscape program, move toward adobe/clay street project.	X	X		Corridors Project is planning the Salvio St. connection. Plan for adoption by July 2016.	*Ongoing June 2016*
T-2		**Develop transportation impact study guidelines that establish alternative metrics for evaluating transportation system**							
	A.	Corridor travel time as opposed to isolated intersection operations.	Planning Division, **Transportation Division**		X	X			*Ongoing June 2015*
	B.	Adopt street designation overlay to establish modal priorities.	**Planning Division**, Transportation Division	Completed with Specific Plan, incorporate more completely into Circulation Element	X	X		Examine Amendment to Circulation Element with any upcoming items for appropriate inclusion of overlay	*Ongoing June 2017*
T-3		**Improve Parking Strategies**							
	A.	Study reduced parking requirements to residential units within 1/2 mile of BART	**Planning Division**, Transportation Division			X		Mid-term Strategy	Re-examine in 2017
	B.	Evaluate flexible parking standards - i.e. City of Emeryville range of required parking (33% less than expected demand - 10% more than predicated demand for commercial uses).	**Planning Division**, Transportation Division		X	X		Coordinate study session with Planning Commission/Council on parking; Transform to present; 'Research Emeryville; consider study session or committee on parking	*Ongoing June 2016*
	C.	Work with car-sharing entities to: 1) locate cars within the downtown project area; 2) make downtown residents/employees aware of the opportunities through annual coordination meetings with providers and 3) establishing guidelines for new projects to provide car sharing spaces.	**Planning Division**, Transportation Division		X	X		Schedule parking study session	*Ongoing 2016*

	D.	Require parking be unbundled from rent or sales price in residential developments.	**Planning Division**, Transportation Division	Consider modifications to parking ordinance or incentive program	X			Incorporate standard into conditions of approval for multi-family projects	*Ongoing 2016*
	E.	Further study charging market rate for public parking in the downtown area, implement companion parking technologies (pay by cell phone, etc.) & parking informational brochure, website, wayfinding signs. Bi-annually monitor availability of street parking in the Downtown Pedestrian (DP) zoning district to track impact of new development and set goal of ensuring availability (e.g. 10-15%). As availability reduces over time re-examine preparation of parking study for potential addition of meters.	Transportation Division			X		Mid-term Strategy	Re-examine in 2017
	F.	Return parking revenue to the area by establishing Parking District; could be used to fund free shuttle & improve pedestrian/cycling conditions including signate and wayfinding.	Transportation Division			X		Mid-term Strategy	Re-examine in 2017
	G.	City will consider a parking reduction of up to 25% for any projects providing the following strategies within the Downtown Specific Plan Area: 1) free (bus) transit passes for residents/employees; 2) car sharing memberships & location of on-site parking space for a car sharing vehicle; 3) unbundled parking.	**Planning Division**, Transportation Division	Define specific strategy options for developers within transit overlay (1/2 mile of BART).	X			Can be considered per Section 18.160.050 as part of Use Permit review process for projects within 1/2 mile of BART with development of Transportation Demand Management Plan.	**Completed**
	H.	Further study a modification to City's parking ordinance to allow flexibility for new housing developments, whereby, the property owner shall provide at no cost to every employee and/or residential unit for X years from certificate of occupancy: 1) a pass for unlimited local bus transit service; or 2) a functionally equivalent transit benefit in an amount at least equal to the price of a non-discounted, unlimited monthly local bus pass, to be approved by the Planning Manager or specified within conditions of approval	**Planning Division**, Transportation Division	Related to item above. Consider incentives for unbundled parking.	X			Reviewed on case-by-case basis. Section 18.160.050 as part of Use Permit review process for projects within 1/2 mile of BART with development of Transportation Demand Management Plan. Consider parking study session with Fehr and Peers, Transform, PC/CC	*Ongoing June 2016*
	I.	Further examine Development Code Section 122-386(g) to allow greater flexibility under (g) Adjustments to Parking Requirements to discourage excess parking in proximity to transit stations.	**Planning Division**, Transportation Division	Summarize potential / desired parking adjustments for study session	X			Section 18.160.050 provides for adjustments for projects within 1/2 mile of BART with development of Transportation Demand Management Plan.	**Completed**
T-4		**Optimize Coordination with BART**							
	A.	Engage and actively coordinate with BART to streamline development and expedite approval processes for Station and Access Improvements.	**Planning Division**, Transportation Division	Ongoing coordination; retain Concord as a priority on BART priority list.	X	X	X	Facilitated review of BART Plaza Plans with DRB, PC and CC during 2015. Will continue to coordinate during 2016.	*Ongoing 2016.*
	B.	Explore how the City could convene stakeholders and facilitate the above process.	**Planning Division**, Transportation Division	Coordinate departments on regular and consistent efforts		X		Planning staff facilitated review of plans with DRB, PC and CC. BART hosted table at Community Workshop for Bike and Pedestrian Master Plan on April 8.	Ongoing in 2016-17

	C.	Develop interim parking strategy and optimizing parking lots.	**Planning Division**, Transportation Division	Prepare Parking Management Plan for DP/DMX districts		X		Mid-term Strategy	Re-examine in 2017
	D.	Explore potential for BART corridor overlay zoning	**Planning Division**	Grant St. / Salvio St.	X	X		Current zoning already flexible; Consider incentives/ investments along green framework - Corridors Plan in process	*Ongoing 2016*
	E.	Coordinate with BART on way-finding program.	**Planning Division**, Transportation Division	Grant St. / Oak St.	X			Met with BART on station improvements on July 24th and Aug. 29th. Wayfinding will be coordinated with other downtown projects.	*Ongoing 2016*
	F.	Coordinate with BART on Concord Station improvements.	**Planning Division**, Transportation Division	Retain Concord at top of BART priority list	X			Met with BART on station improvements on July 24th and Aug. 29th. *Plans presented to PC on 2/18 and CC on 2/24/15. Construction expected in May/June 2016*	*Ongoing June 2016*
	G.	Prepare focused transportation studies on site access/circulation.	**Planning Division**, Transportation Division	Ray to prioritize	X	X			*Ongoing June 2016*
		INFRASTRUCTURE							
I-1		**Program Grant Street Improvements**							
	A.	Design Streetscape, Landscape and Lighting Improvements from BART to Todos Santos,; Define Cost Estimate	**Planning Division**, Transportation Division		X	X	X	Corridors Project (grant funded) focused on this, 50% progress through schedule with Conceptual plans scheduled for completion by June.	*Ongoing June 2016*
	B.	Implement Public Art at Key Locations	**Planning Division**, Public Works Division		X	X		Arches at Todos Santos Plaza installed in Summer 2016. Additional opportunities to be examined in Corridors Plan.	*Ongoing June 2016*
I-2		**Program Pedestrian and Bicycle Plan Improvements**							
	A.	Design Green Framework path within Downtown Specific Plan	**Planning Division**, Transportation , PW Division	Prepare design and construction plans; pursue grant funding	X			Corridors Project (grant funded) be focused on this, kick-off expected April 2015; Consultant has been selected and Draft Scope of Work prepared	*Ongoing June 2016*
	B.	Coordinate with Construction of OBAG Last Mile and Detroit Avenue projects	Planning Division, **Transportation**, PW Division		X			Effort is ongoing; Presentation provided to Infrastructure Committee in Jan. 2015. Planning and Transportation staff coordinating on submittal for OBAG 2 funds in May 2016.	*Ongoing 2016-2017*
	C.	Coordinate with BART on potential for connection of North Concord BART trail with trail west of Concord BART	**Planning Division**, PW Division		X			Aug. 29th and January 2015 meeting with BART and continued coordination.	*Ongoing June 2016*

	D.	Install Fence and Entry Arches along south side of Todos Santos Plaza	Current Engineering, CIP/Eng. Division		X			Installation of arches occurred in Fall of 2015.	**Completed Fall 2015**
	E.	Program for On-street Pedestrian and Bicycle facility improvements and incorporate with Bicycle Master Plan	**Planning Division**, PW Division	Formalize Community Outreach Plan	X	X		Citywide Bike and Ped. Plan currently underway; Bike and Ped. Committee to review Draft in March 2016.	*Ongoing June 2016*
	F.	Enhance Streetscape on Key streets linking Major Destinations	**Planning Division**, PW Division	Prepare design and construction plans; pursue grant funding	X			Corridors Project (grant funded) Draft Scope of work is at 50% completion toward this effort. In addition, staff is coordinating on submittal of application for OBAG2 funds in May 2016.	*Ongoing June 2016*
	G.	Create enhanced pedestrian crossings at key locations: Concord Ave., Galindo St., Willow Pass Road	Transportation Division and CIP/Eng. Division			X		Central Concord Streetscape Project and Corridors Project will provide coordinated improvments. Grant funds must be obtained for construction of Corridors Plan. Grant applications to be submitted in late Spring.	*Ongoing June 2016*
	I.	Examine modifying Bicycle Parking within next Development Code Amendment to link bicycle parking requirement to number of units rather than number of spaces.	Planning Division	Revise Section 122-393 consistent with strategy	X			Bike and Pedestrian Citywide Plan was kicked off during Summer of 2014. Recommendations on bike parking will be made for future development code update.	*Ongoing June 2016*
	J.	Submit application to become a "Platinum Bike City" by 2020	Planning Division			X	X	Mid Term strategy	Re-examine in 2017
	K.	Retain consultant for preparation of Bicycle Master Plan	Planning Division	Prepare staff report for consultant contract for Council consideration	X			RFP Sent out on August 7, 2014 and due on September 11, 2014. ALTA selected as consultant and has been working on project.	***Completed 2014***
		DESIGN GUIDELINES							
D-1		**Design Guidelines**							
	A.	Hold Study Session with DRB to explore Early California theme	Planning Division	Step 1	X			Ad-Hoc Committee was created for design review purposes and intent and purpose of Todos Santos Design Guidelines was reviewed with Design Review Board and Housing & Economic Development Committee in late 2015.	*Ongoing June 2016*
	B.	Prepare Design Guidelines handout for Developers (excerpt from SP).	Planning Division	Step 2	X			Design Guidelines currently under preparation, 30% progress review scheduled for Feb. 8, 2016 with Ad-Hoc Committee/DRB, and document anticipated for completion and approval by July 2016.	*Ongoing July 2016*
		FUNDING PROGRAMS							
F-1		**Investigage Funding Sources and Availability**							

	A.	Evaluate Tax Increment Financing (TIF) districts and Urban Transportation Districts (UTDs) that can provide financing for facilities, roads, and transportation enhancements within the project area.	Transportation Division and **CIP Division**			X	X	Premature at this time - Mid Term	*Re-examine 2017*
	B.	Study Potential for Transfer of development rights.	Economic Development Division			X	X	Premature at this time - Mid Term	Re-examine in 2017
	C.	Investigate feasibility of a Benefit Assessment District or other funding mechanisms.	Economic Development and Housing Division			X		Premature at this time - Mid Term	Re-examine in 2017
	D.	Establish Property-based Improvement District (PBID)	Economic Development Division		X	X		Revisit concept of PBID at upcoming TSBA meeting	*Ongoing June 2017*
	E.	Explore private/public partnerships for neighborhood revitalization projects	Economic Development and Planning Division		X			Salvio St. Streetscape Project grant received and planning underway.	*Ongoing June 2017*
	F.	Apply for PDA Implementation grants, as available	Planning Division		X			Salvio St. Streetscape Project grant received, Corridors Project $50,000 grant received; grant submitted to CCTA for $200,000 for Greenframe Design.	*Ongoing June 2017*
	G.	Program necessary infrastructure projects for Downtown Specific Plan in CIP	Transportation Division, **CIP/Eng. Division**		X			City Cengineer reviewed the proposed 2015-16 Fiscal Year Capital Improvement Program (CIP) and Transportation Improvement Program (TIP) with the Planning Commission on June 17, 2015.	*Ongoing June 2016*
	H.	Safe Routes to Transit	Transportation Division and CIP/Eng. Division		X	X		Access to transit improvements were implemented on Detroit Avenue in 2015, including sidewalk gap closures, and new bus shelters at bus stops.	*Ongoing June 2016*
	J.	Update the City's transportation impact fee to include non-motorized improvements as allowed by law.	Transportation Division and CIP Division		X			Updated City's Off Site Street Improvement Program in 2013 including multi-modal transportation improvements.	*Ongoing June 2017*

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame			Status	Anticipated Completion Date
					Short term 2014	Mid term 2017	Long term 2022		
		LAND USE PLAN (LU)							
LU-1		**Adopt the Downtown Vision Plan, Impementation Strategy, and Regulating Code**							
	A.	Incorporate the Downtown Plan into the General Plan Update/Housing Element Update	Planning Division	Incorporated as Volume IV of the General Plan	X			Completed - Working on updating website and General Plan page to reflect Volume IV as DTSP	**Completed - June 24, 2014**
	B.	Prepare and Adopt Addendum for the Vision Plan, Regulating Code, and Implementation Strategy	Planning Division	Adopt Addendum for environmental review	X			Completed - Updating website to reflect Volume IV as DTSP and Resolution of	**Completed - June 24, 2014**
	C.	Amend Development Code & other City Ordinances, as necessary to insure consistency with the Regulating Code	Planning Division	Update ordinances to reflect desired modifications	X			Secondary living unit, multi-family housing in DTSP and DMX - to be initiated upon Housing Element adoption	*Ongoing June 2015*
LU-2		**Examine Height and Incentive bonuses**							
	A.	Define areas where additional height would be beneficial	Planning Division	Examine locations that may benefit from additional height	X			WMX-140 feet, CO-30 feet, DP 70 feet, CMX-30 feet Premature at this time	Re-examine in 2015
	B.	Develop code sections to recognize certain thresholds; up to 5 stories, 12 stories, over 12 stories	Planning Division	Develop design and develop standards geared toward variety of building styles		X	X	Mid-term objective	Re-examine in 2016

	C.	Provide FAR/Density bonus for desirable amendities provided (open space, day care facilities, employment, 3-br units, gardens, etc.) (See Emeryville, San Diego, and Portland programs)	Planning Division	Prepare modification to Multi-family and/or Transit Overlay code in particular 122-273c	X			Multi-family housing and Transit Overlay mods. - to be initiated upon Housing Element adoption. Aff. Hsg. Inc. Program provides bonus for amenities. Consider incentives also for market rate housing.	*Ongoing June 2015*
	D.	Study modifications of Development Code to allow multi-family units w/just design review (within 1/2 mile radius of BART)	Planning Division	Prepare code update for DP and DMX districts or Transit Overlay	X			Consider streamlining by eliminating Use Permit for discussion with City's internal DAC. (Oak St./Galindo St.)	*Ongoing June 2015*
	E.	Consider parking reduction as incentive for first two initial projects within the downtown of at least 100 units.	Planning / Economic Development Divisions	Consider for Oak Street site and Town Center sites (RFP)	X			Examine Transit Overlay mods. - to be initiated upon Housing Element adoption. (Oak St./Galindo St.)	*Ongoing June 2015*
LU-3		**Urban Design and Development**							
*	A.	Focus primarily on vacant/under-utilized parcels within transit overlay	Planning and **Economic Development Divisions**	Brainstorm potential ideas/opportunities	X			Set up meeting to discuss	*Ongoing June 2015*
	B.	Define a new district around Pacheco, Adobe and Clay's Alley (restaurants, artisannal local retailers).	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X	X	Set up meeting to discuss	*Ongoing June 2015*

	C.	Develop Grant St. as Vital Commercial link from TSP through to BART through use of developer incentives -tbd.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Part of Corridors Project grant; Submit for Salvio St. construction grant; Set up meeting to discuss	*Ongoing June 2015*
	D.	Study Redevelopment of Park and Shop area.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities			X	Premature at this time	*Re-examine in 2017*
	E.	Work with community groups/hold meetings at different locations to generate more community input.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Set up meeting to discuss	*Ongoing June 2015*
		HOUSING (H)							
H-1		**Housing**							
	A.	Provide a greater diversity of housing types including market rate and affordable apts., condos, townhouses.	Planning Division	Brainstorm potential attraction ideas/opportunities		X		Consider streamlining by eliminating Use Permit for discussion with City's internal DAC.	*Ongoing June 2015*
	B.	Monitor affordability within project area.	Planning Division	Provide bi-annual comparison with existing conditions report	X	X		Retain consultant (EPS) to provide update in spring of 2015	*Ongoing June 2015*
*	C.	Maintain City's affordable units currently under Regulatory Agreement within project area at 90% of current level to 2022, as financially feasible.	Housing Division	Retain 603 of the 670 affordable units under affordability restrictions through to 2022.	X	X		Pursue funding mechanisms to retain affordable units as regulatory agreements expire over the next 8 years (Agreements with 142 units due to expire)	*Ongoing June 2015*

	D.	Develop Anti-Displacement strategies for inclusion in Housing Element.	Planning Division	Incorporate new strategies within the Housing Element Update for adoption in Jan. 2015.	X	X		Anti-displacement strategies were incorporated into the Draft Update, upon PC/CC review for submittal and review to HCD.	*Ongoing Jan. 2015*
	E.	Monitor conditions of affordable units within City's inventory.	Building Division	Units are inspected on a 3-year rotational basis; input dates	X	X		Update inspection dates into Compliance Services database	*Ongoing June 2015*
	F.	Examine updates to Secondary Living Unit ordinance to provide affordability and greater flexibility within the Transit Overlay Zone.	Planning Division	Prepare updates to secondary living unit/Transit overlay code	X			Met regarding the subject with CCWDon July 31, 2014	*Ongoing June 2015*
	G.	Coordinate meeting with Contra Costa Water District to explore reducctions to fees and requirements by the District for Secondary Living Units.	Planning Division	Reduce fees for those secondary units within the Transit Overlay	X			Held initial meeting with CCWD staff on July 31, 2014 to understand definitions of each agency and history of fees.	*Ongoing June 2015*
		ECONOMIC VITALITY (ED)							
ED-1		**Engage Community Strategically for Downtown Redevelopment/Development**							
*	A.	Create, distribute, and market the Downtown Concord Vision Poster and Outreach Campaign	Economic Development Division	Prepare marketing campaign for the downtown.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
*	B.	Develop Branding Program for Todos Santos District.	Economic Development Division	Prepare branding program	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*

*	C.	Develop a Marketing Plan to: Engage bussiness owners, market properties, and provide infor. On Dev. Incentives.	Economic Development Division	Retain grant funding or determine available City funds and meet with TSBA to discuss.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
*	D.	Engage Property Owners to gain an Understanding of City's goal of branding of Todos Santos District	Economic Development Division	Present concepts at TSBA	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
*	E.	Re-examine Creation of and Market Support for Property-Based Improvement District.	Economic Development Division	Facilitate adoption of a PBID to support the downtown	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
*	F.	Prepare Long-term Property Management Plan for submittal to the State for City's prior Redevelopment sites	Economic Development Division	Submit LRPMP to DoF for review	X			Report completed and submitted to Dept. of Finance. Currently, pending comments to finalize document. Staff will begin RFP for vacant sites upon completion.	***July 2014 Completed pending Final***
*	G.	Identify target businesses, based on market demand, to attract to the DTSP Area. Plan and Implement.	Economic Development Division	Identify businesses for specific business attraction to within the Downtown limits.	X			ED Implementing Economic Vitality Program	*Ongoing June 2015*
*	H.	Seek grants and other funding sources for improvements and activities.	Economic Development Division	Obtain grant related to marketing of the downtown.	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
*	I.	Expand existing Economic Development Program to Retain and Support existing businesses/offices within the downtown.	Economic Development Division	Track new downtown businesses attracted and retained.	X			Current efforts underway and ongoing	*Ongoing June 2015*

ED-2		Support Development/Redevelopment of Downtown Properties							
*	A.	Re-Initiate façade improvement program with City supporting design, development and expedited permitting	Economic Development Division	Obtain funding for and renew documents for program	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
*	B.	Prepare Design Guidelines handout for developers (Excerpt from SP).	**Planning Division** and Economic Development Division	Prepare Handout and publish	X			Need to meet with DRB to review Design Guidelines chapter and concepts	*Ongoing June 2015*
	C.	Parking Management Program in the DP zoned area and south to BART by initiating a parking management study for the DP & DMX zoning districts that analyzes the availability of existing parking spaces, determines modifications necessary in order to make private spaces available to the public, examines concepts such as unbundled parking & transfer of parking rights, and actions required to form a parking management district.	**Planning Division/ Transportation** / Economic Development and Housing Division	Pursue funding for, retain consultant and prepare a Parking Management Plan		X	X	Premature at this time	Re-examine in 2017
	D.	Examine Timed Parking for on-street parking in DP zoned Area to encourage parking turnover.	**Transportation** / Economic Development and Housing Division	Undertake focussed study in limited area		X		Premature at this time	Re-examine in 2016-17
	E.	Establish Design Parameters for Successful/flexible retail (guidelines) for mixed use projects	**Planning Division/** Economic Development and Housing Division		X	X		Identify issues and potential solutions for mixed use projects.	*Ongoing June 2016*

	F.	Re-examine Development Code for retail requirements within mixed use projects.	**Planning/** Economic Development and Housing Division		X			Need to Identify potential code amendments.	*Ongoing June 2016*
	G.	Re-Examine and Coordinate Procedures and Fees for in-lieu Parking Fee Program.	**Transportation** / Economic Development and Housing Division	Updating of In-Lieu Parking Fee Program procedures	X			Research and review of fees needed, procedures need to be prepared and implemented	Re-examine in 2016-17
ED-3		**Initiate Catalyst Development Projects/Leverage Public Land**							
*	A.	Use Successor Agency opportunity sites as catalyst development sites to incentivize developers w/ First-In Incentive Package	**Economic Development & Housing Division** / Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
*	B.	Select a developer for the 4.22 acre Oak St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a Disposition & Development Agreement with that developer	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Oak Street site	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
	C.	developer for the 3-acre Galindo St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a DDA with that developer.	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Galindo Street site		X		Premature at this time	*Re-examine in 2016/17*

*	D.	Establish cost/feasibility of promoting fee reduction or fixed impact fees for two key sites to incentivize developers at catalyst sites.	**Economic Development & Housing Division/** Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
ED-4		**Encourage and facilitate development of other infill sites in Todos Santos District**							
	A.	Encourage development of Grant Street sites.	**Planning Division /** Economic Development and Housing	Provide focussed handouts and brochure for developers	X	X		Meet with developers on ongoing basis.	*Ongoing June 2016*
*	B.	Encourage development of key opportunity sites in Transit Overlay of Todos Santos District.	Planning Division / **Economic Development and Housing**	Provide focussed handouts and brochure for developers	X	X			*Ongoing June 2016*
*	C.	Develop inventory and tracking of retail businesses; Definition and tracking of Successful Performing Retail.	Planning Division / **Economic Development Division**	Prepare summary of efforts.	X	X			*Ongoing June 2016*
	D.	Coordinate with BART on property adjacent to Successor Agency-owned parcels to create complimentary disposition processes.	**Planning Division /** Transportation Division	Meetings and coordination on three BART station and streetscape projects	X			regarding three upcoming projects on July 24th and upcoming meeting on August 29th at BART	*Ongoing June 2017*
ED-5		**Develop Plan for Marketing Strategic Sites to Developers**							
	A.	Host Second Developer Panel on Implementation and Marketing of Sites	Planning Division	Host Developer Panel on downtown	X			ULI Technical Assistance Panel was hosted on April 24-25 with Final Report provided on August 4, 2014. Comments were incorporated into DTSP adopted June 24, 2014	**Completed - August 2014**

*	B.	Effective targeting and reaching out to desirable developers with successful regional track record.	**Economic Development and Housing Division** / Planning Division		X	X			*Ongoing June 2016*
	C.	Clearly articulate entitlement streamlining achieved through Specific Plan in marketing approach to developers.	Planning Division	Development of brochure/handouts for key developers.	X			Pending CED managers initiative with permit center	*Ongoing June 2016*
ED-6		**Program Quick Wins as Possible for Downtown**							
*	A.	Prepare Requests for Proposals to Engage Mural Artwork on utility structures	Economic Development Division	Could be substituted with some other new activity to generate interest in downtown	X				*Ongoing June 2015*
*	B.	Host Chalk Art Contest in coordination w/ Music & Market or Downtown Events	City Council, Economic Development and Housing Division	Host new event in downtown to generate interest & attendance	X				*Ongoing June 2015*
	C.	Prepare Process and Procedures for Parklet Design Development similar to Sidewalk Café Permit	Economic Development Planning and Public Works	Identify area to activate with parklet design and implement proto-type	X			Identify potential area near Adobe St./Clay Alley for site.	*Ongoing June 2015*
*	D.	Coordinate/Facilitate Monthly Vendor Event along Grant St., between WPR and BART	Economic Development Division	Identify event to activate Grant Street between BART and TDS	X				*Ongoing June 2015*
*	E.	Promote existing downtown historic walking tour, Galindo House, Concord Historical Museum & Research Center and key historic properties (example: Todos Santos Days event)	Economic Development Division/Down town Manager	Coordinate with Historical Society to conduct Downtown Walking tour event	X				*Ongoing June 2015*

		TRANSPORTATION							
T-1		Preserve & enhance the quality of Concord's residential & mixed use neighborhoods to ensure a comfortable, safe							
	A.	Establish Free Downtown Circulator Shuttle to address first mile/last mile concerns with expanded use of BART through development of PBID.	**Planning Division**, Transportation Division	Implement Trolley Shuttle through CCCTA with short and long routes		X		Premature at this time	Re-examine in 2016-17
	B.	Use Public Land to Create Interesting pedestrian places, e.g., public seating, "pop-up" retail/event space, etc.	**Planning Division**, Transportation Division	Implement proto-type with draft ordinance		X		Premature at this time	Re-examine in 2016-17
	C.	Program streetscape furnishing improvements on key corridors.	**Planning Division**, Public Works Division	Green Streets framework programming through Corridors project		X		Premature at this time; Corridors Projgect grant will begin to address	Re-examine in 2016-17
	D.	Provide Downtown Concord bike share program and explore the possibility of incorporating electric bikes into the bike share fleet.	Planning Division, **Public Works Division**	Pursue grant-funded program for 5 bikes.		X		Premature at this time	Re-examine in 2016-17
	E.	Where possible, promote connectivity between Downtown & the Iron Horse Trail, as well as the Contra Costa Canal Trail.	**Planning Division**, Transportation Division	Confirm being address through scope of Citywide Bike and Ped Program	X	X		Addressed within RFP released Aug. 7, 2014 and to be included in scoping effort.	*Ongoing June 2015*
	F.	Study conversion of one-way streets to two-way streets to increase accessibility to retail and downtown navigation.	Planning Division, **Transportation Division**	Scope and retain consultant for focussed study		X		Premature at this time	Re-examine in 2016-17
	G.	Re-examine signal timing on through streets, especially during mid-day pedestrian travels.	Transportation Division	Analyze and determine whether further study is needed	X				*Ongoing June 2015*
	H.	Strengthen the connection between Park & Shop and Todos Santos Plaza via Willow Pass Road and Salvio Street.	**Planning Division**, Transportation Division	Design Streetscape program, move toward adobe/clay street project.	X	X		Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*

T-2		**Develop transportation impact study guidelines that establish alternative metrics for evaluating transportation system**							
	A.	Corridor travel time as opposed to isolated intersection operations.	Planning Division, **Transportation Division**		X	X			*Ongoing June 2015*
	B.	Adopt street designation overlay to establish modal priorities.	**Planning Division**, Transportation Division	Completed with Specific Plan, incorporate more completely into Circulation Element	X	X		Review Circulation Element for appropriate inclusion of overlay and coordinate with Ray	*Ongoing June 2015*
T-3		**Improve Parking Strategies**							
	A.	Study reduced parking requirements to residential units within 1/2 mile of BART	**Planning Division**, Transportation Division			X		Premature at this time	Re-examine in 2016-17
	B.	Evaluate flexible parking standards - i.e. City of Emeryville range of required parking (33% less than expected demand - 10% more than predicated demand for commercial uses).	**Planning Division**, Transportation Division		X	X		Research Emeryville; consider study session or committee on parking	*Ongoing June 2015*
	C.	Work with car-sharing entities to: 1) locate cars within the downtown project area; 2) make downtown residents/employees aware of the opportunities through annual coordination meetings with providers and 3) establishing guidelines for new projects to provide car sharing spaces.	**Planning Division**, Transportation Division		X	X		Consider parking study session	*Ongoing June 2015*
	D.	Require parking be unbundled from rent or sales price in residential developments.	**Planning Division**, Transportation Division	Consider modifications to parking ordinance or incentive program	X				*Ongoing June 2015*

	E.	Further study charging market rate for public parking in the downtown area, implement companion parking technologies (pay by cell phone, etc.) & parking informational brochure, website, wayfinding signs. Bi-annually monitor availability of street parking in the Downtown Pedestrian (DP) zoning district to track impact of new development and set goal of ensuring availability (e.g. 10-15%). As availability reduces over time re-examine preparation of parking study for potential addition of meters.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
	F.	Return parking revenue to the area by establishing Parking District; could be used to fund free shuttle & improve pedestrian/cycling conditions including signate and wayfinding.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
	G.	City will consider a parking reduction of up to 25% for any projects providing the following strategies within the Downtown Specific Plan Area: 1) free (bus) transit passes for residents/employees; 2) car sharing memberships & location of on-site parking space for a car sharing vehicle; 3) unbundled parking.	**Planning Division**, Transportation Division	Define specific strategy options for developers within transit overlay (1/2 mile of BART).	X			Can be considered per Existing Section 122-386(g) as part of Use Permit review process for projects within 1/2 mile of BART with development of Transportation Demand Management Plan. Clarify in Ordinance.	*Ongoing June 2016*

	H.	Further study a modification to City's parking ordinance to allow flexibility for new housing developments, whereby, the property owner shall provide at no cost to every employee and/or residential unit for X years from certificate of occupancy: 1) a pass for unlimited local bus transit service; or 2) a functionally equivalent transit benefit in an amount at least equal to the price of a non-discounted, unlimited monthly local bus pass, to be approved by the Planning Manager or specified within conditions of approval	**Planning Division**, Transportation Division	Related to item above. Consider incentives for unbundled parking.	X			Consider parking study session with Ray and Fehr and Peers, Transform	*Ongoing June 2016*
	I.	Further examine Development Code Section 122-386(g) to allow greater flexibility under (g) Adjustments to Parking Requirements to discourage excess parking in proximity to transit stations.	**Planning Division**, Transportation Division	Summarize potential / desired parking adjustments for study session	X				*Ongoing June 2016*
T-4		**Optimize Coordination with BART**							
	A.	Engage and actively coordinate with BART to streamline development and expedite approval processes for Station and Access	**Planning Division**, Transportation Division	Ongoing coordination; retain Concord as a priority on BART priority list.	X	X	X	Met with BART on station improvements on July 24th and Aug. 29th. Ongoing effort	*Ongoing June 2015*
	B.	Explore how the City could convene stakeholders and facilitate the above process.	**Planning Division**, Transportation Division	Coordinate departments on regular and consistent efforts		X		Premature at this time	Re-examine in 2016-17
	C.	Develop interim parking strategy and optimizing parking lots.	**Planning Division**, Transportation Division	Prepare Parking Management Plan for DP/DMX districts		X		Premature at this time	Re-examine in 2016-17

	D.	Explore potential for BART corridor overlay zoning	**Planning Division**	Grant St. / Salvio St.	X	X		Consider incentives/ investments along green framework	*Ongoing June 2015*
	E.	Coordinate with BART on way-finding program.	**Planning Division**, Transportation Division	Grant St. / Oak St.	X			station improvements on July 24th and Aug. 29th. *Ongoing*	*Ongoing June 2015*
	F.	Coordinate with BART on Concord Station improvements.	**Planning Division**, Transportation Division	Retain Concord at top of BART priority list	X			Met with BART on station improvements on July 24th and Aug. 29th. *Ongoing*	*Ongoing June 2015*
	G.	Prepare focused transportation studies on site access/circulation.	**Planning Division**, Transportation Division	Ray	X	X			*Ongoing June 2015*
		INFRASTRUCTURE							
I-1		**Program Grant Street Improvements**							
	A.	Design Streetscape, Landscape and Lighting Improvements from BART to Todos Santos,; Define Cost Estimate	**Planning Division**, Transportation Division		X	X	X	Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
	B.	Implement Public Art at Key Locations	**Planning Division**, Public Works Division		X	X			*Ongoing June 2015*
I-2		**Program Pedestrian and Bicycle Plan Improvements**							
	A.	Design Green Framework path within Downtown Specific Plan	**Planning Division**, Transportation, PW Division	Prepare design and construction plans; pursue grant funding	X			Determine available funding mechanisms/potitical will	*Ongoing June 2015*
	B.	Coordinate with Construction of OBAG Last Mile and Detroit Avenue projects	Planning Division, **Transportation**, PW Division		X				*Ongoing June 2015*
	C.	Coordinate with BART on potential for connection of North Concord BART trail with trail west of Concord BART	**Planning Division**, PW Division		X			Aug. 29th meeting	*Ongoing June 2015*

	D.	Install Fence and Entry Arches along south side of Todos Santos Plaza	Current Engineering, CIP/Eng. Division		X				*Ongoing June 2015*
	E.	Program for On-street Pedestrian and Bicycle facility improvements and incorporate with Bicycle Master Plan	**Planning Division**, PW Division	Formalize Community Outreach Plan	X	X		Develop scoping of Citywide Bike and Ped. Plan; Consider committee make-up	*Ongoing June 2015*
	F.	Enhance Streetscape on Key streets linking Major Destinations	**Planning Division**, PW Division	Prepare design and construction plans; pursue grant funding	X			Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
	G.	Create enhanced pedestrian crossings at key locations: Concord Ave., Galindo St., Willow Pass Road	Transportation Division and CIP/Eng. Division			X			
	I.	Examine modifying Section 122-393 Bicycle Parking within next Development Code Amendment to link bicycle parking requirement to number of units rather than number of spaces.	Planning Division	Revise Section 122-393 consistent with strategy	X			Incorporate during next code clean-up effort	*Ongoing June 2015*
	J.	Submit application to become a "Platinum Bike City" by 2020	Planning Division			X	X	Premature at this time	Re-examine in 2016-17
	K.	Retain consultant for preparation of Bicycle Master Plan	Planning Division	Prepare staff report for consultant contract for Council consideration	X			RFP Sent out on August 7, 2014 and due on September 11, 2014.	*Ongoing June 2015*
		DESIGN GUIDELINES							
D-1		**Design Guidelines**							
	A.	Hold Study Session with DRB to explore Early California theme	Planning Division	Step 1	X			During Fall of 2014	*Ongoing June 2015*
	B.	Prepare Design Guidelines handout for Developers (excerpt from SP).	Planning Division	Step 2	X			Coordinate with Economic Development on Brochure	*Ongoing June 2015*
		FUNDING PROGRAMS							
F-1		**Investigage Funding Sources and Availability**							

	A.	Evaluate Tax Increment Financing (TIF) districts and Urban Transportation Districts (UTDs) that can provide financing for facilities, roads, and transportation enhancements within the project area.	Transportation Division and **CIP Division**		X	X	X		*Ongoing June 2015*
	B.	Study Potential for Transfer of development rights.	Economic Development Division			X	X	Premature at this time	Re-examine in 2017
	C.	Investigate feasibility of a Benefit Assessment District or other funding mechanisms.	Economic Development and Housing Division			X		Premature at this time	Re-examine in 2017
*	D.	Establish Property-based Improvement District (PBID)	Economic Development Division		X	X		Revisit concept of PBID at upcoming TSBA meeting	*Ongoing June 2015*
*	E.	Explore private/public partnerships for neighborhood revitalization projects	Economic Development and Planning Division		X				*Ongoing June 2015*
	F.	Apply for PDA Implementation grants, as available	Planning Division		X			Salvio St. Streetscape Project grant received, Corridors Project $50,000 grant received; grant submitted to CCTA for $200,000 for Greenframe Design.	*Ongoing June 2015*
	G.	Program necessary infrastructure projects for Downtown Specific Plan in CIP	Transportation Division, **CIP/Eng. Division**		X				*Ongoing June 2015*

	H.	Safe Routes to Transit	**Transportation Division** and CIP/Eng. Division		X	X			*Ongoing June 2015*
	J.	transportation impact fee to include non-motorized improvements as allowed by law.	**Transportation Division and CIP Division**		X				*Ongoing June 2015*

DOWNTOWN SPECIFIC PLAN IMPLEMENTATION STRATEGIES AND TRACKING

Strategy	Action #	Title	Responsible Division	Quantified Objective	Time Frame: Short term 2014	Time Frame: Mid term 2017	Time Frame: Long term 2022	Status	Anticipated Completion Date
		LAND USE PLAN (LU)							
LU-1		**Adopt the Downtown Vision Plan, Impementation Strategy, and Regulating Code**							
	A.	Incorporate the Downtown Plan into the General Plan Update/Housing Element Update	Planning Division	Incorporated as Volume IV of the General Plan	X			Completed - Working on updating website and General Plan page to reflect Volume IV as DTSP	**Completed - June 24, 2014**
	B.	Prepare and Adopt Addendum for the Vision Plan, Regulating Code, and Implementation Strategy	Planning Division	Adopt Addendum for environmental review	X			Completed - Updating website to reflect Volume IV as DTSP and Resolution of Adoption	**Completed - June 24, 2014**
	C.	Amend Development Code & other City Ordinances, as necessary to insure consistency with the Regulating Code	Planning Division	Update ordinances to reflect desired modifications	X			Secondary living unit, multi-family housing in DTSP and DMX - to be initiated upon Housing Element adoption	*Ongoing June 2015*
LU-2		**Examine Height and Incentive bonuses**							
	A.	Define areas where additional height would be beneficial	Planning Division	Examine locations that may benefit from additional height	X			WMX-140 feet, CO-30 feet, DP 70 feet, CMX-30 feet Premature at this time	Re-examine in 2015
	B.	Develop code sections to recognize certain thresholds; up to 5 stories, 12 stories, over 12 stories	Planning Division	Develop design and develop standards geared toward variety of building styles		X	X	Mid-term objective	Re-examine in 2016
	C.	Provide FAR/Density bonus for desirable amendities provided (open space, day care facilities, employment, 3-br units, gardens, etc.) (See Emeryville, San Diego, and Portland programs)	Planning Division	Prepare modification to Multi-family and/or Transit Overlay code in particular 122-273c	X			Multi-family housing and Transit Overlay mods. - to be initiated upon Housing Element adoption. Aff. Hsg. Inc. Program provides bonus for amenities. Consider incentives also for market rate housing.	*Ongoing June 2015*
	D.	Study modifications of Development Code to allow multi-family units w/just design review (within 1/2 mile radius of BART)	Planning Division	Prepare code update for DP and DMX districts or Transit Overlay	X			Consider streamlining by eliminating Use Permit for discussion with City's internal DAC. (Oak St./Galindo St.)	*Ongoing June 2015*

	E.	Consider parking reduction as incentive for first two initial projects within the downtown of at least 100 units.	Planning / Economic Development Divisions	Consider for Oak Street site and Town Center sites (RFP)	X			Examine Transit Overlay mods. - to be initiated upon Housing Element adoption. (Oak St./Galindo St.)	*Ongoing June 2015*
LU-3		**Urban Design and Development**							
	A.	Focus primarily on vacant/under-utilized parcels within transit overlay	Planning and **Economic Development Divisions**	Brainstorm potential ideas/opportunities	X			Set up meeting to discuss	*Ongoing June 2015*
	B.	Define a new district around Pacheco, Adobe and Clay's Alley (restaurants, artisannal local retailers).	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X	X	Set up meeting to discuss	*Ongoing June 2015*
	C.	Develop Grant St. as Vital Commercial link from TSP through to BART through use of developer incentives - tbd.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Part of Corridors Project grant; Submit for Salvio St. construction grant; Set up meeting to discuss	*Ongoing June 2015*
	D.	Study Redevelopment of Park and Shop area.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities			X	Premature at this time	*Re-examine in 2017*
	E.	Work with community groups/hold meetings at different locations to generate more community input.	**Planning Division** and Economic Development Divisions	Brainstorm potential ideas/opportunities	X	X		Set up meeting to discuss	*Ongoing June 2015*
		HOUSING (H)							
H-1		**Housing**							
	A.	Provide a greater diversity of housing types including market rate and affordable apts., condos, townhouses.	Planning Division	Brainstorm potential attraction ideas/opportunities		X		Consider streamlining by eliminating Use Permit for discussion with City's internal DAC.	*Ongoing June 2015*
	B.	Monitor affordability within project area.	Planning Division	Provide bi-annual comparison with existing conditions report	X	X		Retain consultant (EPS) to provide update in spring of 2015	*Ongoing June 2015*
	C.	Maintain City's affordable units currently under Regulatory Agreement within project area at 90% of current level to 2022, as financially feasible.	Housing Division	Retain 603 of the 670 affordable units under affordability restrictions through to 2022.	X	X		Pursue funding mechanisms to retain affordable units as regulatory agreements expire over the next 8 years (Agreements with 142 units due to expire)	*Ongoing June 2015*

	D.	Develop Anti-Displacement strategies for inclusion in Housing Element.	Planning Division	Incorporate new strategies within the Housing Element Update for adoption in Jan. 2015.	X	X		Anti-displacement strategies were incorporated into the Draft Update, upon PC/CC review for submittal and review to HCD.	*Ongoing Jan. 2015*
*	E.	Monitor conditions of affordable units within City's inventory.	**Building Division** and Housing Division	Units are inspected on a 3-year rotational basis; input dates	X	X		Update inspection dates into Compliance Services database for tracking	*Ongoing June 2015*
	F.	Examine updates to Secondary Living Unit ordinance to provide affordability and greater flexibility within the Transit Overlay Zone.	Planning Division	Prepare updates to secondary living unit/Transit overlay code	X			Met regarding the subject with CCWDon July 31, 2014	*Ongoing June 2015*
	G.	Coordinate meeting with Contra Costa Water District to explore reducctions to fees and requirements by the District for Secondary Living Units.	Planning Division	Reduce fees for those secondary units within the Transit Overlay	X			Held initial meeting with CCWD staff on July 31, 2014 to understand definitions of each agency and history of fees.	*Ongoing June 2015*
		ECONOMIC VITALITY (ED)							
ED-1		**Engage Community Strategically for Downtown Redevelopment/Development**							
	A.	Create, distribute, and market the Downtown Concord Vision Poster and Outreach Campaign	Economic Development Division	Prepare marketing campaign for the downtown.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	B.	Develop Branding Program for Todos Santos District.	Economic Development Division	Prepare branding program	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	C.	Develop a Marketing Plan to: Engage bussiness owners, market properties, and provide infor. On Dev. Incentives.	Economic Development Division	Retain grant funding or determine available City funds and meet with TSBA to discuss.	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	D.	Engage Property Owners to gain an Understanding of City's goal of branding of Todos Santos District	Economic Development Division	Present concepts at TSBA	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*
	E.	Re-examine Creation of and Market Support for Property-Based Improvement District.	Economic Development Division	Facilitate adoption of a PBID to support the downtown	X			Retain grant funding or allocate City funds and meet with TSBA to discuss.	*Ongoing June 2015*

	F.	Prepare Long-term Property Management Plan for submittal to the State for City's prior Redevelopment sites	Economic Development Division	Submit LRPMP to DoF for review	X			Report completed and submitted to Dept. of Finance. Currently, pending comments to finalize document. Staff will begin RFP for vacant sites upon completion.	***July 2014 Completed pending Final***
	G.	Identify target businesses, based on market demand, to attract to the DTSP Area. Plan and Implement.	Economic Development Division	Identify businesses for specific business attraction to within the Downtown limits.	X			ED Implementing Economic Vitality Program	*Ongoing June 2015*
	H.	Seek grants and other funding sources for improvements and activities.	Economic Development Division	Obtain grant related to marketing of the downtown.	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
	I.	Expand existing Economic Development Program to Retain and Support existing businesses/offices within the downtown.	Economic Development Division	Track new downtown businesses attracted and retained.	X			Current efforts underway and ongoing	*Ongoing June 2015*
ED-2		**Support Development/Redevelopment of Downtown Properties**							
	A.	Re-Initiate façade improvement program with City supporting design, development and expedited permitting	Economic Development Division	Obtain funding for and renew documents for program	X			Reseach and pursue State, regional and private grants	*Ongoing June 2015*
	B.	Prepare Design Guidelines handout for developers (Excerpt from SP).	**Planning Division** and Economic Development Division	Prepare Handout and publish	X			Need to meet with DRB to review Design Guidelines chapter and concepts	*Ongoing June 2015*
	C.	Encourage and facilitate a Parking Management Program in the DP zoned area and south to BART by initiating a parking management study for the DP & DMX zoning districts that analyzes the availability of existing parking spaces, determines modifications necessary in order to make private spaces available to the public, examines concepts such as unbundled parking & transfer of parking rights, and actions required to form a parking management district.	**Planning Division/ Transportation** / Economic Development and Housing Division	Pursue funding for, retain consultant and prepare a Parking Management Plan		X	X	Premature at this time	Re-examine in 2017
	D.	Examine Timed Parking for on-street parking in DP zoned Area to encourage parking turnover.	**Transportation/** Economic Development and Housing Division	Undertake focussed study in limited area		X		Premature at this time	Re-examine in 2016-17

	E.	Establish Design Parameters for Successful/flexible retail (guidelines) for mixed use projects	**Planning Division/** Economic Development and Housing Division		X	X		Identify issues and potential solutions for mixed use projects.	*Ongoing June 2016*
	F.	Re-examine Development Code for retail requirements within mixed use projects.	**Planning/** Economic Development and Housing Division		X			Need to Identify potential code amendments.	*Ongoing June 2016*
	G.	Re-Examine and Coordinate Procedures and Fees for in-lieu Parking Fee Program.	**Transportation/** Economic Development and Housing Division	Updating of In-Lieu Parking Fee Program procedures	X			Research and review of fees needed, procedures need to be prepared and implemented	Re-examine in 2016-17
ED-3		**Initiate Catalyst Development Projects/Leverage Public Land**							
	A.	Use Successor Agency opportunity sites as catalyst development sites to incentivize developers w/ First-In Incentive Package	**Economic Development & Housing Division /** Planning	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
	B.	Select a developer for the 4.22 acre Oak St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a Disposition & Development Agreement with that developer	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Oak Street site	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
	C.	After Oak St. site, select a developer for the 3-acre Galindo St. site through a RFQ, RFP process w/the necessary experience & expertise to complete a high density mixed-use development in a realistic timeframe & negotiate a DDA with that developer.	Economic Development & Housing Division	Preparation and distribution of RFQ and RFP for Galindo Street site		X		Premature at this time	*Re-examine in 2016/17*
	D.	Establish cost/feasibility of promoting fee reduction or fixed impact fees for two key sites to incentivize developers at catalyst sites.	**Economic Development & Housing Division/** Planning Division	Discussion prior to RFP preparation and negotiation of DDA	X			Awaiting DOF signing of on LRPMP	*Ongoing June 2015*
ED-4		**Encourage and facilitate development of other infill sites in Todos Santos District**							
	A.	Encourage development of Grant Street sites.	**Planning Division /** Economic Development and Housing	Provide focussed handouts and brochure for developers	X	X		Meet with developers on ongoing basis.	*Ongoing June 2016*

	B.	Encourage development of key opportunity sites in Transit Overlay of Todos Santos District.	Planning Division / **Economic Development and Housing**	Provide focussed handouts and brochure for developers	X	X			*Ongoing June 2016*
	C.	Develop inventory and tracking of retail businesses; Definition and tracking of Successful Performing Retail.	Planning Division / **Economic Development Division**	Prepare summary of efforts.	X	X			*Ongoing June 2016*
	D.	Coordinate with BART on property adjacent to Successor Agency-owned parcels to create complimentary disposition processes.	**Planning Division** / Transportation Division	Meetings and coordination on three BART station and streetscape projects	X			Met with BART regarding three upcoming projects on July 24th and upcoming meeting on August 29th at BART	*Ongoing June 2017*
ED-5		**Develop Plan for Marketing Strategic Sites to Developers**							
	A.	Host Second Developer Panel on Implementation and Marketing of Sites	Planning Division	Host Developer Panel on downtown	X			ULI Technical Assistance Panel was hosted on April 24-25 with Final Report provided on August 4, 2014. Comments were incorporated into DTSP adopted June 24, 2014	**Completed - August 2014**
	B.	Effective targeting and reaching out to desirable developers with successful regional track record.	**Economic Development and Housing Division** / Planning Division		X	X			*Ongoing June 2016*
	C.	Clearly articulate entitlement streamlining achieved through Specific Plan in marketing approach to developers.	Planning Division	Development of brochure/handouts for key developers.	X			Pending CED managers initiative with permit center	*Ongoing June 2016*
ED-6		**Program Quick Wins as Possible for Downtown**							
	A.	Prepare Requests for Proposals to Engage Mural Artwork on utility structures	Economic Development Division	Could be substituted with some other new activity to generate interest in downtown	X				*Ongoing June 2015*
	B.	Host Chalk Art Contest in coordination w/ Music & Market or Downtown Events	City Council, Economic Development and Housing Division	Host new event in downtown to generate interest & attendance	X				*Ongoing June 2015*
	C.	Prepare Process and Procedures for Parklet Design Development similar to Sidewalk Café Permit	Economic Development Planning and Public Works	Identify area to activate with parklet design and implement proto-type	X			Identify potential area near Adobe St./Clay Alley for site.	*Ongoing June 2015*

	D.	Coordinate/Facilitate Monthly Vendor Event along Grant St., between WPR and BART	Economic Development Division	Identify event to activate Grant Street between BART and TDS	X				*Ongoing June 2015*
	E.	Promote existing downtown historic walking tour, Galindo House, Concord Historical Museum & Research Center and key historic properties (example: Todos Santos Days event)	Economic Development Division/Downtown Manager	Coordinate with Historical Society to conduct Downtown Walking tour event	X				*Ongoing June 2015*
		TRANSPORTATION							
T-1		**residents.**							
	A.	Establish Free Downtown Circulator Shuttle to address first mile/last mile concerns with expanded use of BART through development of PBID.	**Planning Division**, Transportation Division	Implement Trolley Shuttle through CCCTA with short and long routes		X		Premature at this time	Re-examine in 2016-17
	B.	Use Public Land to Create Interesting pedestrian places, e.g., public seating, "pop-up" retail/event space, etc.	**Planning Division**, Transportation Division	Implement proto-type with draft ordinance		X		Premature at this time	Re-examine in 2016-17
	C.	Program streetscape furnishing improvements on key corridors.	**Planning Division**, Public Works Division	Green Streets framework programming through Corridors project		X		Premature at this time; Corridors Projgect grant will begin to address	Re-examine in 2016-17
*	D.	Provide Downtown Concord bike share program and explore the possibility of incorporating electric bikes into the bike share fleet.	Planning Division, **Public Works Division**	Pursue grant-funded program for 5 bikes.		X		Premature at this time	Re-examine in 2016-17
	E.	Where possible, promote connectivity between Downtown & the Iron Horse Trail, as well as the Contra Costa Canal Trail.	**Planning Division**, Transportation Division	Confirm being address through scope of Citywide Bike and Ped Program	X	X		Addressed within RFP released Aug. 7, 2014 and to be included in scoping effort.	*Ongoing June 2015*
	F.	Study conversion of one-way streets to two-way streets to increase accessibility to retail and downtown navigation.	Planning Division, **Transportation Division**	Scope and retain consultant for focussed study		X		Premature at this time	Re-examine in 2016-17
	G.	Re-examine signal timing on through streets, especially during mid-day pedestrian travels.	Transportation Division	Analyze and determine whether further study is needed	X				*Ongoing June 2015*

	H.	Strengthen the connection between Park & Shop and Todos Santos Plaza via Willow Pass Road and Salvio Street.	**Planning Division**, Transportation Division	Design Streetscape program, move toward adobe/clay street project.	X	X		Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
T-2		**Develop transportation impact study guidelines that establish alternative metrics for evaluating transportation system**							
	A.	Corridor travel time as opposed to isolated intersection operations.	Planning Division, **Transportation Division**		X	X			*Ongoing June 2015*
	B.	Adopt street designation overlay to establish modal priorities.	**Planning Division**, Transportation Division	Completed with Specific Plan, incorporate more completely into Circulation Element	X	X		Review Circulation Element for appropriate inclusion of overlay and coordinate with Ray	*Ongoing June 2015*
T-3		**Improve Parking Strategies**							
	A.	Study reduced parking requirements to residential units within 1/2 mile of BART	**Planning Division**, Transportation Division			X		Premature at this time	Re-examine in 2016-17
	B.	Evaluate flexible parking standards - i.e. City of Emeryville range of required parking (33% less than expected demand - 10% more than predicated demand for commercial uses).	**Planning Division**, Transportation Division		X	X		Research Emeryville; consider study session or committee on parking	*Ongoing June 2015*
	C.	Work with car-sharing entities to: 1) locate cars within the downtown project area; 2) make downtown residents/employees aware of the opportunities through annual coordination meetings with providers and 3) establishing guidelines for new projects to provide car sharing spaces.	**Planning Division**, Transportation Division		X	X		Consider parking study session	*Ongoing June 2015*
	D.	Require parking be unbundled from rent or sales price in residential developments.	**Planning Division**, Transportation Division	Consider modifications to parking ordinance or incentive program	X				*Ongoing June 2015*

	E.	Further study charging market rate for public parking in the downtown area, implement companion parking technologies (pay by cell phone, etc.) & parking informational brochure, website, wayfinding signs. Bi-annually monitor availability of street parking in the Downtown Pedestrian (DP) zoning district to track impact of new development and set goal of ensuring availability (e.g. 10-15%). As availability reduces over time re-examine preparation of parking study for potential addition of meters.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
	F.	Return parking revenue to the area by establishing Parking District; could be used to fund free shuttle & improve pedestrian/cycling conditions including signate and wayfinding.	Transportation Division			X		Premature at this time	Re-examine in 2016-17
	G.	City will consider a parking reduction of up to 25% for any projects providing the following strategies within the Downtown Specific Plan Area: 1) free (bus) transit passes for residents/employees; 2) car sharing memberships & location of on-site parking space for a car sharing vehicle; 3) unbundled parking.	**Planning Division**, Transportation Division	Define specific strategy options for developers within transit overlay (1/2 mile of BART).	X			Can be considered per Existing Section 122-386(g) as part of Use Permit review process for projects within 1/2 mile of BART with development of Transportation Demand Management Plan. Clarify in Ordinance.	*Ongoing June 2016*
	H.	Further study a modification to City's parking ordinance to allow flexibility for new housing developments, whereby, the property owner shall provide at no cost to every employee and/or residential unit for X years from certificate of occupancy: 1) a pass for unlimited local bus transit service; or 2) a functionally equivalent transit benefit in an amount at least equal to the price of a non-discounted, unlimited monthly local bus pass, to be approved by the Planning Manager or specified within conditions of approval	**Planning Division**, Transportation Division	Related to item above. Consider incentives for unbundled parking.	X			Consider parking study session with Ray and Fehr and Peers, Transform	*Ongoing June 2016*
	I.	Further examine Development Code Section 122-386(g) to allow greater flexibility under (g) Adjustments to Parking Requirements to discourage excess parking in proximity to transit stations.	**Planning Division**, Transportation Division	Summarize potential / desired parking adjustments for study session	X				*Ongoing June 2016*
T-4		**Optimize Coordination with BART**							
	A.	Engage and actively coordinate with BART to streamline development and expedite approval processes for Station and Access Improvements.	**Planning Division**, Transportation Division	Ongoing coordination; retain Concord as a priority on BART priority list.	X	X	X	Met with BART on station improvements on July 24th and Aug. 29th. Ongoing effort	*Ongoing June 2015*
	B.	Explore how the City could convene stakeholders and facilitate the above process.	**Planning Division**, Transportation Division	Coordinate departments on regular and consistent efforts		X		Premature at this time	Re-examine in 2016-17
	C.	Develop interim parking strategy and optimizing parking lots.	**Planning Division**, Transportation Division	Prepare Parking Management Plan for DP/DMX districts		X		Premature at this time	Re-examine in 2016-17

	D.	Explore potential for BART corridor overlay zoning	**Planning Division**	Grant St. / Salvio St.	X	X		Consider incentives/ investments along green framework	*Ongoing June 2015*
	E.	Coordinate with BART on way-finding program.	**Planning Division**, Transportation Division	Grant St. / Oak St.	X			Met with BART on station improvements on July 24th and Aug. 29th. *Ongoing effort*	*Ongoing June 2015*
	F.	Coordinate with BART on Concord Station improvements.	**Planning Division**, Transportation Division	Retain Concord at top of BART priority list	X			Met with BART on station improvements on July 24th and Aug. 29th. *Ongoing effort*	*Ongoing June 2015*
	G.	Prepare focused transportation studies on site access/circulation.	**Planning Division**, Transportation Division	Ray to prioritize	X	X			*Ongoing June 2015*
		INFRASTRUCTURE							
I-1		**Program Grant Street Improvements**							
	A.	Design Streetscape, Landscape and Lighting Improvements from BART to Todos Santos,; Define Cost Estimate	**Planning Division**, Transportation Division		X	X	X	Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
	B.	Implement Public Art at Key Locations	**Planning Division**, Public Works Division		X	X			*Ongoing June 2015*
I-2		**Program Pedestrian and Bicycle Plan Improvements**							
	A.	Design Green Framework path within Downtown Specific Plan	**Planning Division**, Transportation, PW Division	Prepare design and construction plans; pursue grant funding	X			Determine available funding mechanisms/potitical will	*Ongoing June 2015*
	B.	Coordinate with Construction of OBAG Last Mile and Detroit Avenue projects	Planning Division, **Transportation,** PW Division		X				*Ongoing June 2015*
	C.	Coordinate with BART on potential for connection of North Concord BART trail with trail west of Concord BART	**Planning Division**, PW Division		X			Aug. 29th meeting	*Ongoing June 2015*
*	D.	Install Fence and Entry Arches along south side of Todos Santos Plaza	Current Engineering, CIP/Eng. Division		X				*Ongoing June 2015*
	E.	Program for On-street Pedestrian and Bicycle facility improvements and incorporate with Bicycle Master Plan	**Planning Division**, PW Division	Formalize Community Outreach Plan	X	X		Develop scoping of Citywide Bike and Ped. Plan; Consider committee make-up	*Ongoing June 2015*

	F.	Enhance Streetscape on Key streets linking Major Destinations	**Planning Division**, PW Division	Prepare design and construction plans; pursue grant funding	X			Corridors Project (grant funded) will assist in doing this.	*Ongoing June 2015*
*	G.	Create enhanced pedestrian crossings at key locations: Concord Ave., Galindo St., Willow Pass Road	Transportation Division and CIP/Eng. Division			X			
	I.	Examine modifying Section 122-393 Bicycle Parking within next Development Code Amendment to link bicycle parking requirement to number of units rather than number of spaces.	Planning Division	Revise Section 122-393 consistent with strategy	X			Incorporate during next code clean-up effort	*Ongoing June 2015*
	J.	Submit application to become a "Platinum Bike City" by 2020	Planning Division			X	X	Premature at this time	Re-examine in 2016-17
	K.	Retain consultant for preparation of Bicycle Master Plan	Planning Division	Prepare staff report for consultant contract for Council consideration	X			RFP Sent out on August 7, 2014 and due on September 11, 2014.	*Ongoing June 2015*
		DESIGN GUIDELINES							
D-1		**Design Guidelines**							
	A.	Hold Study Session with DRB to explore Early California theme	Planning Division	Step 1	X			During Fall of 2014	*Ongoing June 2015*
	B.	Prepare Design Guidelines handout for Developers (excerpt from SP).	Planning Division	Step 2	X			Coordinate with Economic Development on Brochure	*Ongoing June 2015*
		FUNDING PROGRAMS							
F-1		**Investigage Funding Sources and Availability**							
*	A.	Evaluate Tax Increment Financing (TIF) districts and Urban Transportation Districts (UTDs) that can provide financing for facilities, roads, and transportation enhancements within the project area.	Transportation Division and **CIP Division**		X	X	X		*Ongoing June 2015*
	B.	Study Potential for Transfer of development rights.	Economic Development Division			X	X	Premature at this time	Re-examine in 2017
	C.	Investigate feasibility of a Benefit Assessment District or other funding mechanisms.	Economic Development and Housing Division			X		Premature at this time	Re-examine in 2017
	D.	Establish Property-based Improvement District (PBID)	Economic Development Division		X	X		Revisit concept of PBID at upcoming TSBA meeting	*Ongoing June 2015*

	E.	Explore private/public partnerships for neighborhood revitalization projects	Economic Development and Planning Division		X				*Ongoing June 2015*
	F.	Apply for PDA Implementation grants, as available	Planning Division		X			Salvio St. Streetscape Project grant received, Corridors Project $50,000 grant received; grant submitted to CCTA for $200,000 for Greenframe Design.	*Ongoing June 2015*
*	G.	Program necessary infrastructure projects for Downtown Specific Plan in CIP	Transportation Division, **CIP/Eng. Division**		X				*Ongoing June 2015*
	H.	Safe Routes to Transit	**Transportation Division** and CIP/Eng. Division		X	X			*Ongoing June 2015*
	J.	Update the City's transportation impact fee to include non-motorized improvements as allowed by law.	**Transportation Division and CIP Division**		X				*Ongoing June 2015*

Concord Housing Fund
SB 341 Annual Reporting Requirements for Housing Successors to Redevelopment Agencies
For Fiscal Year Ended June 30, 2015

1. Amounts Deposited into the Low & Moderate Housing Asset Fund, distinguishing any amounts deposited for items listed on the Recognized Obligation Payment Schedule (ROPS) from other amounts deposited

a. Recognized Obligation Payment Schedule (ROPS) funding	$0.00
b. Loan Payoff	717,161.47
c. Loan Interest Earnings	42,515.02
d. Interest Earnings on Cash Balance	32,522.75
Total Deposits	$792,199.24

2. A statement of the balance in the fund as of the close of the fiscal year, distinguishing any amounts held for items listed on the ROPS from other amounts

Cash	$1,830,305.00
Restricted for Current Payables	($64,399.00)
Anticipated Current Receivables	$0.00
Available Cash Balance	$1,765,906.00

3. Description of the expenditures from the fund by category, including, but not limited to, expenditures (A) for monitoring and preserving the long-term affordability of units subject to affordability restrictions or cavenants entered into by the redevelopment agency or the housing successor and administering the activities described in paragraphs (2) and (3) of subdivision (a), (B) for homeless prevention and rapid rehousing services for the development of housing described in paragraph (2) of subdivision (a), and (C) for the development of housing pursuant to paragraph (3) of subdivision (a).

a. Monitoring & preserving long term affordability of units	$16,306.50
b. Homeless prevention	$0.00
c. Housing development	$0.00
d. Other:	$119,606.30
Total All Expenditures	$135,912.80

4. As described in paagraph (1) of subdivision (a), the statutory value of real property owned by the housing successor, the value of the loans and grants receivable, and the sum of these two amounts.

Housing Loans Receivable	$35,156,409.00

5. Description of any transfers made pursuant to paragraph (2) of subdivion (C) in the previous fiscal year and, if still unencumbered, in earlier fiscal years and a description of and status update on any project for which transferred funds have been or will be expended if that project has not yet been placed in service.

a. Transfers made in FY 2014/15	$0.00
b. Transfer made in earlier years and project is still pending	$0.00

6. Description of Projects for which Concord Housing Fund receives or is holding property tax revenue pursuant to the ROPS and the status of that project.

NA - no RPTTF funding being used or held for housing projects	Not Applicable

Concord Housing Fund
SB 341 Annual Reporting Requirements for Housing Successors to Redevelopment Agencies
For Fiscal Year Ended June 30, 2015

7. For interests in real property acquired by the former redevelopment agency prior to February 1, 2012, a status update on compliance with section 33334.16. For interest in real property acquired on or after February 1, 2012, a status update on the project.

NA - no properties purchased using Low & Moderate Income Housing Funds prior to February 1, 2012 or after February 1, 2012

8a. A description of outstanding obligations pursuant to Section 33413 that remain to transfer to the Housing Successor on February 1, 2012

Not Applicable - there are no outstanding obligations pursuant to Section 33413 — Not Applicable

8b. A description of the Housing Successor's progress in meeting obligations described in 8a.

Not Applicable - there are no outstanding obligations pursuant to Section 33413 — Not Applicable

8c. A description of th housing successor's plan to meet unmet obligations described in 8a.

Not Applicable - there are no outstanding obligations pursuant to Section 33413 — Not Applicable

9. Information required by subparagraph (B) or paragraph (3) of subdivision (a)

Not Applicable

10. Percentage of units of deed-restrcited rental housing restricted to seniors and assisted individually or jointly by the Housing Successor, its former RDA and its host jusrisdiction within the last 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly bythe housing successor, its former RDA and its host jurisdiction within the same time period. — 0 percent

11a. The amount of excess surpluss — None

Calculation follows

11b. The amount of time that the successor agency has had the excess surplus — Not Applicable

11c. The housing successor's plan for eliminating the excess surplus — Not Applicable

Former Redevelopment Agency of the City of Concord
Excess Surplus Calculation

		Low & Moderate Income Housing Funds - All Project Areas
Opening fund balance - July 1, 2014		$30,852,011.00
Less Unavailable Amounts:		
Encumbrances (Section 33334.12(g)(2))		
Loans Receivable	($26,871,323.00)	
Advances	($3,000,000.00)	
Prepaids	$0.00	
		($29,871,323.00)
Available Low & Mod Funds		$980,688.00
Limitation (Greater of $1,000,000 or four years of set-aside)		
Set-aside for last four years - fiscal years ended:		
June 30, 2014	$0.00	
June 30, 2013	$0.00	
June 30, 2012	$0.00	
June 30, 2011	$3,379,532.00	
Total Set-aside past four years		$3,379,532.00
Base Limitation		$1,000,000.00
Greater Amount		$3,379,532.00
Computed Excess Surplus		None

REGULAR MEETING OF THE
CITY OF CONCORD PLANNING COMMISSION
COUNCIL CHAMBER, 1950 PARKSIDE DRIVE
CONCORD, CALIFORNIA

Wednesday, February 3, 2016

A regular meeting of the Planning Commission, City of Concord, was called to order by Chair Avila at 6:33 P.M., February 3, 2016, in the City Council Chamber.

I. ROLL CALL

COMMISSIONERS PRESENT: Chair Ernie Avila
Vice Chair Jason Laub
Commissioner Ray Barbour
Commissioner Carlyn Obringer

STAFF PRESENT: Laura Simpson, Planning Manager
Susanne Brown, Senior Assistant City Attorney
Frank Abejo, Senior Planner
Joan Ryan, Senior Planner
Joelle Fockler, City Clerk

II. PLEDGE TO THE FLAG

Commissioner Obringer led the pledge.

III. PUBLIC COMMENT PERIOD

No public comment was heard.

IV. OATH OF OFFICE – For Commissioner LaMar Anderson

City Clerk, Joelle Fockler, swore in new Planning Commissioner LaMar Anderson.

V. REORGANIZATION OF PLANNING COMMISSION

1. Nomination and designation of the Chairperson of the Planning Commission for 2016/17.

   Motion was made by Commissioner Obringer to nominate Commissioner Avila for Chair, and seconded by Commissioner Barbour. The motion was passed by the following vote:

   AYES: Obringer, Barbour, Anderson, Avila, Laub
   NOES: None
   ABSTAIN: None

ABSENT: None

2. Nomination and designation of the Vice Chairperson of the Planning Commission for 2016/17.

   Motion was made by Commissioner Obringer to nominate Commissioner Laub for Vice-Chair, and seconded by Commissioner Barbour. The motion was passed by the following vote:

   AYES: Obringer, Barbour, Anderson, Avila, Laub
   NOES: None
   ABSTAIN: None
   ABSENT: None

VI. COMMISSION APPOINTMENTS

1. Nomination and designation of Design Review Board Liaison and Alternate for 2016/17.

   Motion was made by Commissioner Obringer to nominate Commissioner Avila for Liaison and Commissioner Laub as Alternate, and seconded by Commissioner Barbour. The motion was passed by the following vote:

   AYES: Obringer, Barbour, Anderson, Avila, Laub
   NOES: None
   ABSTAIN: None
   ABSENT: None

2. Nomination and designation of TRANSPAC Liaison and Alternate for 2016/17.

   Amended motion was made by Commissioner Laub to nominate Commissioner Obringer for Liaison and Commissioner Laub as Alternate, and seconded by Commissioner Obringer. The motion was passed by the following vote:

   AYES: Obringer, Laub, Anderson, Avila, Barbour
   NOES: None
   ABSTAIN: None
   ABSENT: None

3. Nomination and designation of Bicycle and Pedestrian Advisory Committee Representative and Alternate for 2016/17.

   Motion was made by Commissioner Avila to nominate Commissioner Obringer for Representative and Commissioner Laub as Alternate, and seconded by Commissioner Laub. The motion was passed by the following vote:

AYES: Avila, Laub, Anderson, Barbour, Obringer
NOES: None
ABSTAIN: None
ABSENT: None

VII. ADDITIONS / CONTINUANCES / WITHDRAWALS

None were announced.

VIII. CONSENT CALENDAR

APPROVAL OF MINUTES

Motion was made by Commissioner Obringer, and seconded by Commissioner Barbour to approve the meeting minutes of January 6 2016. Commissioner Anderson abstained. The motion was passed by the following vote:

AYES: Obringer, Barbour, Avila
NOES: None
ABSTAIN: Anderson
ABSENT: None

IX. PUBLIC HEARINGS

1. **Willows Shopping Center Master Sign Program (PL15259 – UP, DR)** – Application for a Use Permit and Design Review to amend the Willows Shopping Center Master Sign Program located at 1969 Diamond Boulevard. The General Plan designation is West Concord Mixed Use; Zoning classification is WMX (West Concord Mixed Use); APN 126-440-005. Pursuant to the provisions of the California Environmental Quality Act (CEQA) of 1970, as amended, the project is classified as Categorically Exempt pursuant to Sections 15301 (Class 1 – Existing Facilities), 15302 (Class 2 – Replacement or Reconstruction) and 15303 (Class 3 – New Construction or Conversion of Small Structures). **Project Planner: Frank Abejo @ (925) 671-3128**

   Senior Planner Frank Abejo presented the report.

   Robert M., of Equity One, answered questions from the Commission.

   Motion was made by Commissioner Obringer and seconded by Commissioner Laub to approve Resolution 16-02 PC approving an amendment to the Willows Shopping Center Master Sign Program with amended language subject to the Conditions of Approval set forth in Attachment A to Resolution No. 16-02 PC. The motion passed by the following vote:

   AYES: Obringer, Laub, Anderson, Avila, Barbour
   NOES: None

ABSTAIN: None
ABSENT: None

2. **Secondary Living Unit Text Amendment to the Development Code (PL16024 – DC)** – City-initiated text amendment to Section 18.200.180 Secondary Living Units of the Concord Development Code and recommends adoption of an Addendum to the 2012 SEIR for the Secondary Living Unit Text Amendment to the Development Code. The proposed changes would eliminate the provision for a required deed restriction for owner occupancy of one of the units on the parcel. At the same time, a Pilot Program for Secondary Living Units will be discussed including fee reductions for the smaller (640 sq. ft. or less) units in order to fulfill Program H-1.4.4 within the City's Housing Element Update. Pursuant to the provisions of the Pursuant to the provisions of the California Environmental Quality Act (CEQA) of 1970, as amended, the project is classified as exempt pursuant to 15061(B)(3), and no further environmental review is required. **Project Planner: Joan Ryan @ (925) 671-3370**

Senior Planner Joan Ryan presented the report.

Public Comment

Jodeen Percey commented about including larger Secondary Living Units with this fee reduction.

Motion was made by Commissioner Laub and seconded by Commissioner Barbour to approve Planning Commission Resolution 16-01 PC recommending City Council pass an Ordinance approving the Development Code Amendment (PL16024-DC) to Section 18.200.180 for a Two-Year Pilot Program for Small Secondary Living Units, pass a Resolution adopting revisions to the Master Fee Schedule, and Develop and Implement a Marketing and/or Publicity Campaign for the Two-Year Pilot Program. The motion passed by the following vote:

AYES: Laub, Barbour, Anderson, Avila, Obringer
NOES: None
ABSTAIN: None
ABSENT: None

X. COMMISSION CONSIDERATIONS

1. General Plan Annual Progress Report

Senior Planner Joan Ryan presented the report.

Motion was made by Commissioner Obringer and seconded by Commissioner Laub recommending acceptance of the General Plan

Progress Report by the City Council and submission of the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development. The motion passed by the following vote:

AYES:	Obringer, Laub, Anderson, Avila, Barbour
NOES:	None
ABSTAIN:	None
ABSENT:	None

XI. STAFF REPORTS / ANNOUNCEMENTS

Planning Manager Laura Simpson announced the upcoming Planning Commissioner's Academy on March 2nd through the 4th and the cancellation of the March 2nd Planning Commission meeting due to this conference.

XII. COMMISSION REPORTS/ANNOUNCEMENTS

Commissioner Avila reported that he chaired the Annual Salinity Summit in Las Vegas last week and explained what was presented.

XIII. FUTURE PUBLIC HEARING ITEMS

Planning Manager Laura Simpson announced an appeal hearing will occur on February 17th and the March 2nd meeting will be cancelled. She also announced there will be an upcoming Bicycle and Pedestrian Advisory Committee Meeting on February 22nd and a Todos Santos Design Guidelines joint meeting with Council Committee on Early California Architecture and the Design Review Board members will be held on February 8th.

XIV. ADJOURNMENT

Commissioner Laub moved to adjourn at 8:09 P.M. Commissioner Obringer seconded the motion. Motion to adjourn was passed by unanimous vote of the Commissioners present.

APPROVED:

Laura Simpson
Planning Commission Secretary
Planning Manager

Transcribed by Grant Spilman,
Administrative Coordinator

Section 6932. 2015 Income Limits

County	Income Category	Number of Persons in Household							
		1	2	3	4	5	6	7	8
Alameda County	Extremely Low	19650	22450	25250	28050	30300	32570	36730	40890
4-Person	Very Low Income	32750	37400	42100	46750	50500	54250	58000	61750
Area Median Income:	Low Income	50150	57300	64450	71600	77350	83100	88800	94550
$93,500	**Median Income**	65450	74800	84150	**93500**	101000	108450	115950	123400
	Moderate Income	78550	89750	101000	112200	121200	130150	139150	148100
Alpine County	Extremely Low	18150	20750	23350	25900	28410	32570	36730	40890
4-Person	Very Low Income	30250	34600	38900	43200	46700	50150	53600	57050
Area Median Income:	Low Income	46100	52650	59250	65800	71100	76350	81600	86900
$94,900	**Median Income**	66450	75900	85400	**94900**	102500	110100	117700	125250
	Moderate Income	79750	91100	102500	113900	123000	132100	141250	150350
Amador County	Extremely Low	15200	17400	20090	24250	28410	32570	36730	40890
4-Person	Very Low Income	25350	28950	32550	36150	39050	41950	44850	47750
Area Median Income:	Low Income	40500	46300	52100	57850	62500	67150	71750	76400
$72,300	**Median Income**	50600	57850	65050	**72300**	78100	83850	89650	95450
	Moderate Income	60700	69400	78100	86750	93700	100650	107550	114500
Butte County	Extremely Low	12350	15930	20090	24250	28410	32570	35300	37600
4-Person	Very Low Income	20550	23500	26450	29350	31700	34050	36400	38750
Area Median Income:	Low Income	32900	37600	42300	46950	50750	54500	58250	62000
$58,700	**Median Income**	41100	46950	52850	**58700**	63400	68100	72800	77500
	Moderate Income	49300	56350	63400	70450	76100	81700	87350	93000
Calaveras County	Extremely Low	14750	16850	20090	24250	28410	32570	36730	40890
4-Person	Very Low Income	24600	28100	31600	35100	37950	40750	43550	46350
Area Median Income:	Low Income	39350	44950	50550	56150	60650	65150	69650	74150
$70,200	**Median Income**	49150	56150	63200	**70200**	75800	81450	87050	92650
	Moderate Income	58950	67400	75850	84250	91000	97750	104450	111200
Colusa County	Extremely Low	12350	15930	20090	24250	28410	32570	36400	38750
4-Person	Very Low Income	20550	23500	26450	29350	31700	34050	36400	38750
Area Median Income:	Low Income	32900	37600	42300	46950	50750	54500	58250	62000
$58,700	**Median Income**	41100	46950	52850	**58700**	63400	68100	72800	77500
	Moderate Income	49300	56350	63400	70450	76100	81700	87350	93000
Contra Costa County	Extremely Low	19650	22450	25250	28050	30300	32570	36730	40890
4-Person	Very Low Income	32750	37400	42100	46750	50500	54250	58000	61750
Area Median Income:	Low Income	50150	57300	64450	71600	77350	83100	88800	94550
$93,500	**Median Income**	65450	74800	84150	**93500**	101000	108450	115950	123400
	Moderate Income	78550	89750	101000	112200	121200	130150	139150	148100
Del Norte County	Extremely Low	12150	15930	20090	24250	28410	32570	35300	37600
4-Person	Very Low Income	20300	23200	26100	28950	31300	33600	35900	38250
Area Median Income:	Low Income	32450	37050	41700	46300	50050	53750	57450	61150
$57,900	**Median Income**	40550	46300	52100	**57900**	62550	67150	71800	76450
	Moderate Income	48650	55600	62550	69500	75050	80600	86200	91750
El Dorado County	Extremely Low	16000	18300	20600	24250	28410	32570	36730	40890
4-Person	Very Low Income	26650	30450	34250	38050	41100	44150	47200	50250
Area Median Income	Low Income	42650	48750	54850	60900	65800	70650	75550	80400
$76,100	**Median Income**	53250	60900	68500	**76100**	82200	88300	94350	100450
	Moderate Income	63900	73050	82150	91300	98600	105900	113200	120500

See instructions on last page to use these income limits to determine applicant eligibility and calculate affordable housing cost and rent