

CITY COUNCIL

James P. Spring, Mayor
Pedro "Pete" M. Sanchez, Mayor Pro-Tem
Jane Day
Sam Derting
Michael A. Segala



CITY OF SUISUN CITY

701 Civic Center Blvd.
Suisun City, California 94585

Incorporated October 9, 1868

CITY COUNCIL MEETING

First and Third Tuesday
Every Month

RECEIVED

DEC 27 2005

DIV. OF HOUSING
POLICY DEVELOPMENT HCD

December 21, 2005

California Department of Housing and Community Development
Division of Housing Policy Development
1800 Third Street, Room 430
Sacramento, CA 95814
Attn: Jennifer Seeger

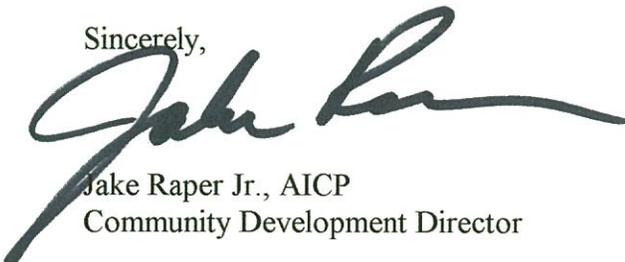
REF: City of Suisun City Annual Progress Report – Housing

Dear Ms. Seeger;

Please find attached City Council Resolution No. 2005-98 accepting the City's Annual Progress Report as required by state law.

Should you need additional information or clarification, please contact me at 707-421-7396.

Sincerely,



Jake Raper Jr., AICP
Community Development Director

Attachments:
Resolution No. 2005-98
Exhibit A – Annual Progress Report

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
REDEVELOPMENT AGENCY 421-7309 FAX 421-7366

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RESOLUTION NO. 2005-98

A RESOLUTION OF THE SUISUN CITY COUNCIL ACCEPTING THE ANNUAL PROGRESS REPORT IMPLEMENTING THE CITY OF SUISUN CITY'S HOUSING ELEMENT FOR FY 05 AND SUBMITTING SAID REOPRT TO THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

WHEREAS, Government Code Section 65400 requires that all cities and counties submit reports to the State of California Department of Housing and Community Development on the agency's progress in implementing the housing element; and

WHEREAS, the City of Suisun City completed its report and presented the report for review and acceptance by the City Council on December 20, 2005; and

WHEREAS, the Community Development Director is directed to file the progress report with the State of California, Department of Housing and Community Development; and

WHEREAS, as evidenced by the content of the progress report, Exhibit A, the City of Suisun City has made progress in the implementation of the adopted goals and policies contained in its Housing Element.

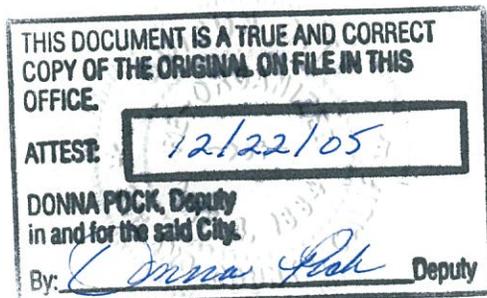
NOW THEREFORE BE IT RESOLVED THAT the City Council of the City of Suisun City hereby accepts the annual progress report and directs the Community Development Director to file said report with the State of California, Department of Housing and Community Development.

PASSED AND ADOPTED by the City Council of the City of Suisun City at a regular meeting thereof held on the 20th day of December 2005 by the following vote:

AYES:	Council Members	<u>Day, Derting, Sanchez, Segala, Spring</u>
NOES:	Council Members	<u>None</u>
ABSENT:	Council Members	<u>None</u>
ABSTAIN:	Council Members	<u>None</u>

WITNESS my hand and the seal of said City this 20th day of December 2005.

Linda Hobson
Linda Hobson, CMC
City Clerk



**Annual Progress Report¹
on Implementation of the Housing Element
General Plan Report requirement pursuant to
Section 65400 of the Government Code**

Government Code Section 65400(b)(1) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation (the "Progress Report"). Only charter cities are exempt from the requirement to prepare Progress Reports, pursuant to Government Code Section 65700. However, a charter city may have elected to include the annual progress report as one of its goals and objectives in their most recent element. A copy of this Progress Report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Jurisdiction: **City of Suisun City**

Address: 701 Civic Center Blvd.
Suisun, CA 84585

Contact Jake Raper

Phone: 707-421-7300

Report Period: July 1, 2004 to June 30, 2005 ✓

A. Progress in meeting Regional Housing Need.

1999-2006 RHNA – New Construction Need

Income Group	RHNA	New Construction Units Permitted During Reporting Period	Remaining New Construction Needed
Very Low	191	0	191
Low	123	0	123
Moderate	256	0	256
Above Moderate	434	147	287
TOTAL	1,004	147	857

¹ Suitable for submission for Workforce Housing Program and to meet HCD Annual Report Requirements

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives.

Housing Programs

PROGRAM	TIMING	STATUS
Continue to plan for and facilitate private construction of 1,004 dwelling units.	Ongoing	Active Program
To accommodate the City's regional allocation for very low- and low-income housing, the City will re-designate and re-zone a maximum of 6.0 acres of suitable land, without physical or environmental constraints, to High Density Residential to facilitate the development of an average of 108 units (assuming the average build out of 18 du/acre from the General Plan), or a maximum of 126 units (assuming the highest range of 21 du/acre from the General Plan).	Re-designations and re-zones to be completed by June 30, 2005.	80 affordable units at Breezewood Apts. will be permitted Dec. 2005 and required no rezoning. The City is rezoning currently commercially zoned land to accommodate the construction of 94 affordable units by Bridge Housing on 4.55 acres.
Conduct an inventory of properties that would be suitable for redevelopment by 2006 and identify the potential number of additional dwelling units on such sites based on the age, condition, and density of existing land uses in relation to zoning or specific plan requirements. Make the inventory available to interested residential developers. Create additional regulatory and financial incentives to increase the probability that residences will be constructed in commercial zones, either as single-use projects or in mixed use developments, in particular within the City's Downtown Waterfront Specific Plan Area.	Complete inventory of potential sites by June 2005. Amend the Zoning Ordinance and the Downtown Waterfront Specific Plan by June 2005. Construct Dwelling units in the 2005-2007 timeframe.	The City updates two property lists. One includes all available properties and the other includes City or Agency owned. Both lists are available to developers. The City Council is in the process of reviewing commercial property to possibly be rezoned. It is estimated that the Downtown Waterfront Specific Plan will be amended mid 2006.

PROGRAM	TIMING	STATUS
<p>Pursuant to State density bonus law, if a developer allocates at least 20% of the units in a housing project to lower income households, 10% for very low-income households, or at least 50% for "qualifying residents" (e.g. senior citizens), the City must either: a) grant a density bonus of 25%, along with one additional regulatory concession to insure that the housing development will be produced at a reduced cost, or b) provide other incentives of equivalent financial value based upon the land cost per dwelling unit. The City reserves the option of granting an additional density bonus to increase the financial feasibility of an affordable housing project.</p>	<p>2001-2006</p>	<p>The City offers incentives as a condition of approval. There have not been any requests during the reporting period. However, Suisun City would support State density bonus law.</p>
<p>Provide financial incentives to make construction of affordable housing economically feasible by applying for state and federal subsidies. Make use of all available programs for which it is eligible to apply and for which eligible projects have been identified. Assist non-profit housing corporations and for-profit developers in applying for state and federal funds for eligible projects. If necessary, provide fee reductions or use Redevelopment Set-Aside Funds to pay permit or impact fees for residential projects containing affordable housing units. The Redevelopment Agency will consider the use of housing set-aside funds as gap financing to provide additional financial incentives when necessary.</p>	<p>2001-2006</p>	<p>The City is providing financial incentive to a developer of 80 affordable housing units in Suisun City by delivering early permits and deferring payment with the goal of applying for the Workforce Housing Reward Program.</p>
<p>Seek interested non-profit housing sponsors/developers to make use of available financing techniques for affordable housing projects. Identify for-profit and non-profit housing developers interested in developing affordable housing in the City.</p>	<p>2001-2006</p>	<p>Bridge Housing and Mid-Peninsula have both been identified as interested non-profit housing developers. Bridge Housing is planning the development of affordable housing in the City.</p>

PROGRAM	TIMING	STATUS
<p>Seek to participate in a joint powers authority to apply for mortgage revenue bond or mortgage credit certificate allocation. Investigate at least one allocation and either issue bonds or mortgage credit certificates, depending on the financial feasibility of issuing bonds. If the use of the first allocation is successful, the City will apply for a second allocation through the joint powers authority.</p>	<p>Seek participating jurisdictions for a joint powers authority in 2002. Apply for first allocation in 2003. If program is successful, apply for second allocation in 2005.</p>	<p>Although the City has participated in prior years, there is no current joint powers authority with which Suisun City is applying for any allocations.</p>
<p>Use Redevelopment Agency funds to supplement state, federal, and private funding sources, if available and if needed, to complete affordable housing projects. The first priority for the Redevelopment Agency housing set-aside funds will be for housing rehabilitation. Remaining funds will be available to supplement other financial sources as needed.</p>	<p>2001-2006</p>	<p>Harbor Park includes 55 single family unit homes. There are 19 market rate and 36 affordable homes. The City was able to subsidize \$35,000 per home.</p>
<p>Continue to implement flexible standards that will encourage the creation of second units, while protecting the integrity of single-family neighborhoods.</p>	<p>2001-2006</p>	<p>Active Program</p>
<p>Continue to allow manufactured homes on foundations on any land zoned for residential use, subject to the same development standards as site built housing.</p>	<p>2001-2006</p>	<p>The City does not have any prohibitions against manufactured homes; however, developers have not pursued manufactured homes in Suisun. There are no manufactured homes in the City.</p>
<p>Continue to allow the conversion of commercial space above street level for residential use and other types of residential housing in specified commercial zones according to the Zoning Ordinance and the Downtown-Waterfront Specific Plan. The City promotes this opportunity through the Redevelopment Agency, which meets with interested developers and discusses mixed-use opportunities and may also provide financial assistance for mixed-use</p>	<p>2001-2006</p>	<p>Developer Harbor Park, LLC is working with the City on a number of conversion projects including 24 single family live/work units on the Waterfront and the demolition of two dilapidated homes and replacement with commercial live/work 2-3 story buildings.</p>

projects through its tax increment fund.		
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PROGRAM	TIMING	STATUS
Continue to allow construction of duplexes on corner lots and other flexible housing designs according to City design guidelines.	2001-2006	There has not been any interest shown by developers. The City does not have any restrictions to the construction of duplexes on corner lots.
Evaluate development proposals based upon development standards, the distinctiveness of design and compatibility with existing residential development within the vicinity of the proposal. Evaluate the compatibility with the physical and environmental characteristics of the areas in which a development proposal is to be located and by using the specific plan and planned unit development processes, the City will encourage the distinctiveness of new residential neighborhoods.	2001-2006	Development proposals, including landscape plans are reviewed. Attractiveness and physical environment are among the criteria considered.
Revise the Zoning Ordinance to make open space standards for medium- and high-density residential developments, guidelines rather than mandatory requirements. The objective of the code revision will be to allow for flexibility in the application of open space guidelines by the Community Development Director so that open space requirements do not create a constraint to the achievement of the maximum density otherwise permitted in the medium- and high-density residential zones.	Revise Zoning Ordinance by June 2005	Most developments have open space standards set. In October 2005 the side yard setbacks in the Zoning Ordinance were revised slightly. Minor text amendments were also made.
As required by State Law, the City will annually review and evaluate its progress in meeting Housing Element Objectives and prepare a report to the City Council on annual achievements. Alter existing housing strategies or develop new strategies as needed to meet changing City needs.	January 2005, and annually thereafter	This Annual Progress Report will be submitted prior to December 31, 2005.

PROGRAM	TIMING	STATUS
<p>Rehabilitate substandard dwelling units and those occupied by low- and moderate-income households using the Redevelopment Agency set-aside and state funds. The City will seek complementary sources of financing from private organizations and other public agencies. To comply with the requirements of state law, at least 30% of the dwelling units rehabilitated in the redevelopment area will be affordable to low- and moderate-income households.</p>	<p>2001-2006</p>	<p>Through the HOME program, a total of ten households have been granted funds totaling approximately \$304,000. Due to requirements, the money was applied to specific renovations. Two homeowners were granted benefits during the reporting period. The program closed April 30, 2005.</p>
<p>Assist non-profit housing corporations seeking to acquire and maintain privately owned, government-subsidized housing developments, which could convert to market rate housing under state or federal loan agreements. Acquisition will be by negotiated sale. The City will use redevelopment set-aside funds to rehabilitation such units, if necessary, to preserve their use for low- and moderate-income households. Also establish an early warning system for possible conversion of those acquired units including the creation of a list documenting the conversion date of the covenant and review of the list on an annual basis.</p>	<p>2001-2006</p>	<p>Although the City is not currently maintaining a list, it is a goal of the City's to begin doing so and reviewing annually.</p>
<p>The Suisun City Housing Authority will continue to seek additional Section 8 vouchers for its very low-income residents to reduce the number of such households paying more than 30 percent of their incomes for housing expenses when funding for additional vouchers become available and the authority becomes available to apply for such funding.</p>	<p>Ongoing</p>	<p>Active Program</p> <p>There are a total of 1,200 people on the waiting list.</p>

PROGRAM	TIMING	STATUS
<p>Use a combination of rehabilitation and new construction to replace those units affordable to low- and moderate-income households. At least 75 percent of these replacement units should be at comparable cost to the units being removed. A portion of the replacement housing needs will be met through rehabilitation and affordability guarantees on existing dwelling units. The remaining replacement needs will be met through new construction.</p>	<p>2001-2006 <i>Note: Between 2001 and 2006, the Agency does not anticipate removing housing units occupied by low- or moderate-income households. This program will only be triggered if such removal occurs.</i></p>	<p>As needed None during reporting period.</p>
<p>Continue to implement relocation guidelines to assist low- and moderate-income households displaced in the Redevelopment Area to find replacement housing. Private property owners seeking to remove dwelling units occupied by low- and moderate-income households will be required to pay relocation expenses to the affected household, subject to guidelines regarding prior notice and length of residency of the occupant.</p>	<p>2001-2006 <i>Note: Between 2001 and 2006, the Agency does not anticipate displacing low- or moderate-income households. This program will only be triggered if such displacement occurs.</i></p>	<p>As needed. None during this program period.</p>
<p>Amend the Zoning Ordinance to permit the development of transitional housing and emergency shelters for women in multifamily residential zones in locations close to services; permit emergency shelters in commercial and industrial zones, subject to a Conditional Use Permit. Designate zoning districts suitable for emergency shelter and transitional housing facilities. Permit these facilities under development standards and the existing conditional use permit process to address building use, parking, access, and other requirements that facilitate the location of these facilities while addressing health and safety issues.</p>	<p>Conduct analysis of potential locations and prepare Zoning Ordinance Amendments by June 2005, City Council to adopt amendments by June 2005.</p>	<p>In May 2005 the City Council permitted emergency housing.</p>

PROGRAM	TIMING	STATUS
<p>Provide information on State and Federal fair housing laws and refer discrimination complaints to the Fair Employment and Housing Commission. The City will make available at City Hall and distribute information on state and federal fair housing laws to rental property owners, lenders, and real estate agents in the City.</p>	<p>2001-2006</p>	<p>The City has made this information available at City Hall.</p>
<p>Cooperate with non-profit housing corporations and for-profit developers specializing in housing for adults 55 years of age and above to accommodate housing that meets the needs of this age group. This will include actions by both the Community Development Department and Redevelopment Agency. Specific actions will include: review Zoning Ordinance to ensure there are no regulatory barriers to the development of such housing and amend if identified; use density bonus and the planned unit development process to facilitate the development of housing for older adults at sufficient density to make such projects financially feasible; provide assistance to older, low-income homeowners to rehabilitate their homes; assist developers interested in converting or retrofitting existing residential buildings to meet the needs of older adults; assist in the funding of affordable housing for older adults including application for state and federal funds, the use of redevelopment agency set-aside funds, and/or the issuance of tax-exempt bonds to provide low-cost financing.</p>	<p>2001-2006</p>	<p>The City is cooperative with developers and housing corporations and would like to encourage the development of senior housing in Suisun. Although during the reporting period there have not been any senior housing developments, the City is aggressive in being proactive in their reviews.</p>

PROGRAM	TIMING	STATUS
The City will cooperate with Travis Air Force Base officials to identify any unmet needs among military personnel for affordable housing in the City. Review the update of the Air Force Base General Plan when available for public comment, meet with representatives after review to determine whether unmet housing needs exist.	Air Force Base General Plan expected to be available for public comment in late 2002.	The City meets quarterly with the Travis area Planners Committee. On Travis AFB, many of the older units are being demolished and replaced with single family homes.
Develop guidelines to ensure that affordable rental housing developments contain an appropriate percentage of three- and four-bedroom dwelling units based on the percentage of large families as reported by the 2000 Census. Assist developers in applying for available State and Federal programs and redevelopment set-aside funds to provide development subsidies. Provide density bonuses for developers who include large family units in rental housing developments.	2001-2006	This is an ongoing program as part of the review process per application. The approved affordable complex, Breezewood, will have 40 three-bedroom units and 16 four-bedroom units.
Continue to implement state and federal requirements for accessibility and adaptability of new residential buildings to meet the needs of mobility impaired persons.	2001-2006	Active Program ADA requirements are reviewed by the City during the plan check review.
Provide assistance to organizations seeking to develop or convert residential buildings for use as group homes for persons with disabilities preventing them from using conventionally designed housing. Assist in identifying suitable sites; review planning and zoning documents for changes that could increase feasibility; consider reducing or using Redevelopment Housing Set-Aside funds to pay permit fees for group homes serving low-income clients; assist developers in applying for available state and federal programs and redevelopment housing set-aside funds.	Ongoing	Although no organizations have inquired, the City has set aside money.

PROGRAM	TIMING	STATUS
<p>Analyze and determine whether there are constraints on the development, maintenance, and improvement of housing intended for persons with disabilities, consistent with Senate Bill 520 enacted January 1, 2002. The analysis will include an evaluation of existing land use controls, permit and processing procedures, fees and exactions and building codes. Specifically, the analysis will address parking standards, site requirements, minimum distances between group homes, occupancy standards and definitions of family and regulations on group homes for six or more persons. Analysis will also evaluate its formal reasonable accommodation process for housing intended for persons with disabilities. If any constraints are found in these areas, the City will initiate actions to address these constraints, including the removal of such constraints.</p>	<p>Conduct an evaluation by June 2005; if constraints are found, the City will take subsequent actions within six months of the completion of the evaluation.</p>	<p>An evaluation has been conducted. The City requires ADA compliance, but does not consider it to be a constraint.</p>
<p>Continue to check building plans for compliance with State energy conversion standards for new residential buildings.</p>	<p>2001-2006</p>	<p>Active Program. Building plans are in compliance with State energy conversion standards.</p>
<p>The State energy conservation requirements address energy conservation in the construction of dwelling units. Additional energy conservation can be obtained from development patterns that encourage conservation. The City will continue to implement design guidelines for site development that encourage energy conservation. These guidelines will address the use of landscaping to reduce energy use, the orientation and configuration of buildings on a site, and other site design factors affecting energy use and will become part of the city's overall development standards.</p>	<p>2001-2006</p>	<p>Active Program. Low maintenance landscaping, specifically that which encourages low water use is encouraged.</p>

PROGRAM	TIMING	STATUS
Substantial energy conservation and reduced utility payments can be realized from weatherizing and insulating older dwelling units. Many low-income home owners, and owners of rental units whose occupants are low-income, lack the financial resources to undertake such home improvements. The City will continue to help low-income homeowners apply for assistance from other agencies to make energy conservation improvements.	2001-2006	Active Program. As previously mentioned, through the HOME program, a total of ten low and moderate income households have been granted funds totaling approximately \$304,000. The money was applied to specific renovations. Two homeowners were granted benefits during the reporting period. The program closed April 30, 2005.

C. Progress toward mitigating constraints identified in the housing element.

1. Staff Turnover:

Staff turnover has been a significant constraint for Suisun City and in the development of affordable housing. The City has its first permanent community development director in approximately three years. Goals of the community development director include hiring an assistant planner (position is currently posted), developing standard procedures, establishing a consulting service to assist in accomplishing short and long term goals including seeking funding and achieving goals outlined in the Housing Element.

2. Build Out:

Build out is a concern and could be a future constraint in the development of affordable housing and in meeting housing obligations. The City will consider intensifying land and building uses.

3. Open Space Requirements:

Most developments have open space requirements. The side yard set backs and some text in the Zoning Ordinance were revised slightly October 2005. Open space requirements do not pose a significant constraint in the development of affordable housing.

4. Disability Provisions:

No constraints have been found due to Building or Zoning Code regarding Disability Provisions. The City will continue to monitor land use regulations for possible governmental constraints to housing for persons with disabilities. It is a standard building permit process to improve accessibility in existing units. Codes may be an obstacle to efficient construction