CITY COUNCIL

Pedro "Pete" M. Sanchez, Mayor
Jane Day, Mayor Pro-Tem
Sam Derting
Michael J. Hudson
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

March 24, 2011

HOUSING POLICY
DEVELOPMENT, HCD
MAR 25 2011

ATTN: Jess Negrete
Department of Housing and Community Development
Division of Housing Policy Development
1800 3rd Street, Room 430
Sacramento, CA 95814

Re: Suisun City Housing Element Annual Progress Report

Dear Mr. Negrete,

Enclosed, please find the Housing Element Annual Progress Report for the City of Suisun City, CA. On March 22, 2011 the City Council reviewed and authorized submission of the attached Report. We appreciate your acceptance of this Report and look forward to working with you in the future.

Cordially,

SUZANNE BRAGDON
CITY MANAGER
for

RESOLUTION NO. 2011-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY ACCEPTING THE ANNUAL PROGRESS REPORT ON IMPLEMENTATION OF THE CITY OF SUISUN CITY HOUSING ELEMENT FOR 2010 TO STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

WHEREAS, California Government Code Section 65400 (a)(2) requires that all cities and counties submit reports to the State of California Department of Housing and Community Development on the City's progress in implementing its housing element; and

WHEREAS, the City of Suisun City completed its report and presented the report to the City Council for its review and acceptance on March 22, 2011; 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 attached 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 at a special meeting of the City Council of the City of Suisun City held on Tuesday, the 22nd day of March 2011, by the following vote:

AYES:	Councilmembers:	Day, Derting, Hudson, Sanchez
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	Segala
ABSTAIN:	Councilmembers:	None

WITNESS my hand and the seal of the City of Suisun City this 22nd of March, 2011.

Donna Pock

Donna Pock, CMC
Deputy City Clerk

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name:
City of Suisun City

Mailing Address:
701 Civic Center Boulevard
Suisun City, CA 94585

Contact Person:
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Community Development Director

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Reporting Period by Calendar Year:
From January 1, 2010 to December 31, 2010

Submitted to:

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

-and-

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

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

Jurisdiction Suisun City

Reporting Period 1-Jan-10 - 31-Dec-10

Table A
Annual Building Activity Report
Very Low-, Low-, and Moderate-Income Units and Mixed-Income Multifamily Projects

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income		See Instructions	See Instructions	
-----			0	0	0	0	0			
-----			0	0	0	0	0			
-----			0	0	0	0	0			
(9) Total of **Above Moderate** from Table A2 ► ► ► ► ► ►						0	0			
(10) Total by income units (Field 5) Table A ► ► ►							0			

Table A2
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	Single Family	2 – 4 Units	5+ Units	Second Unit	Mobile Homes	Total
No. of Units Permitted for **Above Moderate**	0	0	0	0	0	0

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2007	2008	2009	2010	2011	2012	2013	2014		Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	173	110	0	0	0						110	63
	Non-deed Restricted												
Low	Deed Restricted	109	64	0	0	0						64	45
	Non-deed Restricted												
Moderate	Deed Restricted	94	0	0	0	0						0	94
	Non-deed Restricted												
Above Moderate		234	126	31	0	0						157	77
Total RHNA by COG. Enter allocation number:		610										331	279
Total Units ► ► ►			300	31	0	0							

Remaining Need for RHNA Period ► ► ► ► ►	

Policy	Program	Deadline	Status of Implementation
Goal 1 – Provide housing opportunities for all segments of the community to meet current and future needs.			
Policy 1.A: Ensure that there are sites available to accommodate the City's housing needs.	**Program 1.A-1:** Plan for the construction of new housing according to ABAG's Regional Share. Continue to plan for and facilitate private construction of 610 dwelling units with the following allocation shown in Table 1.A of the adopted Housing Element. To provide for the development of the City's 610 dwelling unit allocation the City will complete the following actions:	The Regional Housing Needs Assessment covers the period of time between 2009-2014.	**Progress:** The City has permitted 331 units: 110 were permitted for very low-income, 64 for low-income, 0 for moderate-income, and 234 above moderate-income households.
	• The City will rezone one site from General Commercial to High Density Residential (APN 0174-120-130) which will be completed by June 30, 2010 (program 1.B.1). This site will allow for 20 units per acre by right and allow a minimum of 16 units on this site. The City will also amend its R-H zone to require a minimum density of 20 units per acre by right without discretionary review.	The rezoning of one site from General Commercial to High Density Residential (APN 0174-120-230) (Table 32) will be completed by June 30, 2010.	**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents.
	• The City will also adopt a Transit-Oriented Development (TOD) Overlay District. The district boundary is from Main Street to the east, Sacramento Street to the south, and Highway 12 to the north. When adopted, the residential components of mixed-use projects in the TOD Overlay District will have a maximum allowable density of 25 dwelling units per acre and will permit residential units on second and third floors above commercial spaces by right. The TOD Overlay	The City will adopt the TOD District by June 2010 and consider lot consolidation as part of the TOD District to be adopted by June 2010.	**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents.

Policy	Program	Deadline	Status of Implementation
	District will contain specific parcels, including the vacant 0.99 acre parcel on Common Street (APN 32-081-11), which will be restricted to residential development at a minimum of 33 dwelling units per acre. The minimum density established for the Common Street parcel accommodates the City's remaining lower income housing need. There will be approximately 4 acres of vacant and underutilized land in the TOD Overlay District. • To help facilitate the development of small lots in the TOD Overlay, the City will consider a lot consolidation program that offers progressively higher densities/intensities (above 25 units per acre) as an incentive to consolidate lots. There is one group of small sites identified in that are suitable for consolidation. The group of sites is located along Main Street and if combined, would yield a 0.62 acre parcel with a minimum capacity of 12 units.		**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents.
	The City will also provide regulatory and financial incentives listed in Program 1.C.1. including but not limited to financial assistance (based on availability of federal, state, local, and private housing funds), expedited development review, streamlined development application processing, modification of development requirements such as reduced parking standards for seniors, assisted care, and special needs		**Progress:** The City updated a property list for all available properties, as well as a list for all City- or Agency-owned properties. The lists are available to developers. The Agency is implementing a FTHB program for low- and moderate-income persons and families, with $4,400,000 allocated to provide down payment (up

Policy	Program	Deadline	Status of Implementation
	housing on a case-by-case basis, and other incentives to be determined.		to 35 percent of the purchase price) assistance in the form of deferred payment shared-equity second mortgages. **Effectiveness:** During a tough economic market, the City is more than halfway to meeting its RHNA allocation (331 units permitted and 279 units remaining). 30 First-Time Homebuyers have been provided assistance between January 1, 2009 and December 31, 2010
Policy 1.B: Encourage the construction of new housing units that offer a wide range of housing types to ensure that an adequate supply is available to meet existing and future needs; and where appropriate to encourage mixed-use development that brings housing together with retail opportunities, jobs and services.	**Program 1.B.1:** To accommodate the City's regional allocation for extremely low-, very low- and low-income housing, the City will rezone 3 acres of General Commercial (GC) land (APN 0174-120-230), without physical or environmental constraints, to High-Density Residential (R-H) to facilitate the development of an average of 20 units per acre (assuming the average build-out of 20 du/acre from the General Plan) by right and allow a minimum of 16 units on this site. The City will also amend its R-H zone to require a minimum density of 20 units per acre by right without discretionary review. **Program 1.B.2:** To facilitate residential development in the Downtown Waterfront Specific Plan areas designated Main Street (MC) and Commercial/Office/Residential (DW-C/O/R) District; the City will remove the conditional use permit and planned unit development permit requirements for residential development on the second and third floors of mixed use developments in	Rezone will be completed June 30, 2010 Rezone will be completed June 30, 2010	**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents. **Effectiveness:** Yet to be determined.

Policy	Program	Deadline	Status of Implementation
	these districts. **Program 1.B.3:** As part of the process of assessing a proposed residential development, evaluate the potential to incorporate other uses within the project or in conjunction with the project, including but not limited to, project-serving retail, job centers or services, such as child care.	Ongoing	
Policy 1.C: The provision of a balanced inventory of housing in terms of unit type (e.g. single-family, multi-family, etc.), cost, and style will allow the City to fulfill a variety of housing needs.	**Program 1.C.1:** Annually review and update the City's inventory of properties that are suitable for redevelopment and continue to identify the potential number of additional dwelling units on such sites based on the age, condition, and density of existing land uses in relation to zoning or specific plan requirements. The City will continue to make the inventory available to interested residential developers via the City's website and through predevelopment meetings. **Program 1.C.2:** Continue to provide regulatory and financial incentives to increase the probability that residences will be constructed in commercial zones, either as single-use projects or in mixed-use developments, particularly within the City's Downtown/Waterfront Specific Plan area. The City will offer the following regulatory and financial incentives including but not limited to financial assistance (based on availability of federal, state, local, and private housing funds), expedited development review, streamlined development application processing, modification of development requirements, such as reduced parking standards for	Post the Housing Element on the City's website as soon as it is adopted (July 2009) and contact affordable housing developers annually to provide them with a list of vacant and underutilized sites for the development of affordable housing The City will continue to work with developers to provide regulatory incentives including fee deferments and flexible development standards as projects are submitted to the Community Development Department. The City will use redevelopment set-aside funds to develop extremely low-; very low-; low-; and moderate-income projects and assist developers with securing additional	**Progress:** The City has and will continue to do an annual review of available properties for redevelopment. In addition, these properties will continue to be made available to residential developers through the City's website and predevelopment meetings. **Effectiveness:** Yet to be determined.

Policy	Program	Deadline	Status of Implementation
	seniors, assisted care, and special needs housing on a case-by-case basis, and other incentives to be determined.	financing as projects are submitted to the Community Development Department and funds are available.	
Policy 1.D: Establish affordable housing goals for new development for the production of extremely low-; very low-; low-, moderate-, and above moderate-income housing in the City.	**Program 1.D.1**: The City shall review the establishment of a program requiring developers of residential development to either: (a) provide a percentage of their unit at a below-market rent or price; (b) pay a fee; or (c) propose alternative measure to meet their affordable housing requirements determined by an ordinance that will be drafted.	The City will decide whether it is going to pursue an inclusionary housing ordinance by June 2010.	**Progress:** Due to market conditions and contacts staff has with developers, it has been determined that there is no monetary differentiation between market rate and affordable housing in the current economy. $1,554,445 of HSA monies were spent on the First-Time Home Buyers Program in Calendar Years 2009-2010.
	Program 1.D.2: To promote the financial feasibility of producing affordable housing units utilizing density bonuses and incentives and concessions the City will adopt a density bonus ordinance in compliance with Government Code Section 65915. The City will reserve the option of granting an additional density bonus to increase the financial feasibility of an affordable housing project that includes extremely low-; very low-; and low-income units.	The City will provide density bonuses as projects are received by the Community Development Department.	**Effectiveness:** Once the housing market rebounds the City will discuss the possibility of an inclusionary housing ordinance.
	Program 1.D.3: To help bolster the quality of the City's neighborhoods while providing affordable home-ownership opportunities for those entering the real estate market for the first time the City created a First-Time Homebuyer Program that provides low and moderate income households with up to 35 percent of the purchase price in down payment assistance in the form of 2nd mortgages to purchase foreclosed homes. The Agency budgeted $4.4 million in	2009-2014	**Progress:** The First-Time Home Buyers Program has continued to be a success and the Agency plans on using the full $4.4 million on the program. 30 First-Time Homebuyers have been provided assistance.

Policy	Program	Deadline	Status of Implementation
	Housing Set-Aside monies to fund this program. In addition to creating affordable home ownership opportunities, this program is designed to help deal with the significant balance of foreclosures currently on the market and to eliminate blight in neighborhoods located within the Agency's Project Area.		
Policy 1.E: Apply for state, federal, and other programs for which the City would be the applicant, or a co-sponsor, and work with nonprofit and for-profit developers to make use of those programs directed to homebuilders.	**Program 1.E.1:** Provide financial incentives to make construction of affordable housing economically feasible by applying for state and federal subsidies. The City will make use of all available programs for which it is eligible to apply and for which eligible projects have been identified. The City will assist nonprofit housing corporations and for-profit developers in applying for state and federal funds for eligible projects (i.e., HOME Program and Community Block Development Grants). If necessary, the City will also use Redevelopment Housing Set-Aside Funds to pay permit or impact fees for residential projects containing extremely low-; very low; and low-income units. The Redevelopment Agency will consider the use of housing set-aside funds as gap financing to provide additional financial incentives when necessary.	Use RDA set-aside funds as designated in the Redevelopment Implementation Plan and apply for additional funding as Notice of Funding Available (NOFAs) is released by the state. The City will post the Housing Element on the City's web site as soon as it is adopted and contact affordable housing developers annually to provide them with a list of vacant and underutilized sites for the development of affordable housing (also see PROGRAM 1.C.1).	**Progress:** The City/Agency continues to be committed to locating and working with nonprofit housing developers to build projects. Unfortunately, the market has not allowed the City to have much success at this juncture. In addition, the City will continue to work with other local jurisdictions to accomplish the goals of the Housing Element. The City has secured approximately $900,000 in Neighborhood Stabilization Program funds and has contracted with Mercy Housing to purchase and rehabilitate foreclosed homes. **Effectiveness:** Seven properties have been purchased through this program with four being sold and the other three currently under rehabilitation.
	Program 1.E.2: The City will continue to seek interested nonprofit housing sponsors/ developers to make use of available financing techniques for affordable housing projects. The City will identify for-profit and nonprofit housing developers interested in developing affordable housing in Suisun City.	Contact nonprofit housing sponsors as funding in sites, potential projects, and funding is available.	

Policy	Program	Deadline	Status of Implementation
	Program 1.E.3: The City will annually meet with representatives of Solano County, Vallejo, Fairfield, Vacaville, and/or other jurisdictions to determine interest in, and feasibility of, applying for a mortgage revenue bond or mortgage credit certificate allocation. The City will 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. To implement this program, the City will: • Reach an agreement on the City's financial participation if a bond or certificate issuance is determined to be feasible; • Promote the availability of the bond financing within the local development community to generate interest in using this resource to develop affordable housing units meeting bond program requirements; and • Refer interested developers to the administering agency for participation in the program.	Annually meet representatives from the County and representatives from the other cities in the County to discuss interest in apply for mortgage revenues bonds or mortgage credit certificates. If feasible, apply for first allocation in 2009. If the program is successful, the City will apply for the second allocation in 2010.	
	Program 1.E.4: The City will use the 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	2009-2014, as projects are submitted to Redevelopment Agency.	

Policy	Program	Deadline	Status of Implementation
	Agency housing set-aside funds will be for housing rehabilitation. Remaining funds will be available to supplement other financing sources as needed.		
Policy 1.F: Continue to allow second units and other alternative types of housing.	**Program 1.F.1:** The City will continue to implement the second dwelling unit ordinance that follows the requirements of state law (Government Code Section 65852.1) in allowing second dwelling units on any residential lot subject to ministerial review (or Planning Commission review, as applicable). The second dwelling unit ordinance has the following requirements: • A second unit may be established on any residentially zoned parcel, which permits single-family dwellings containing an existing single-family dwelling. • An applicant must be both an owner and the current resident of the property for which a second unit is proposed. • The second unit can either be attached to and designed to be located within the living area of the existing dwelling, or detached from and no less than ten feet from the existing single family dwelling, and such unit shall be architecturally integrated into the existing building design. • The proposed increase in gross floor area of an attached or detached second unit shall not	2009-2014. The City will amend the Zoning Ordinance to include the state law language that was passed in 2005 that removes discretionary review.	**Progress:** As part of the Zoning Ordinance update process, the City intends to amend the relevant section(s) to ensure that the City is in compliance with state law. Staff continues to provide the state law literature to local homeowners on request. As part of the ongoing General Plan Update and Zoning Ordinance Update, the City is analyzing ways to plan for and encourage second units and other alternative types of housing, including the establishment of a TOD District **Effectiveness:** Yet to be determined.

Policy	Program	Deadline	Status of Implementation
	exceed: 1. Eight-hundred square feet for lots smaller than ten thousand square feet in size; 2. One-thousand square feet lots equal to or larger than ten thousand square feet in size. • Detached second units shall be located no closer than five feet from any side or rear property lines. • As part of any such building permit application, the applicant shall submit a copy of the deed to the property including a full and complete set of any conditions, covenants and restrictions. **Program 1.F.2:** The City will adopt a Transit-Oriented Development (TOD) Overlay District. The district boundary is from Main Street to the east, Sacramento Street to the south, and Highway 12 to the north as specified by the TOD Feasibility Study (Draft as of April 2008). The City promotes the development of mixed use and TOD projects through the Suisun City Redevelopment Agency, which meets with interested developers and discusses the City's mixed-use and TOD opportunities. The Agency also provides financial assistance for mixed-use projects through its tax increment fund. Residential components of mixed use projects in the TOD Overlay District will have a maximum allowable density of 25 dwelling units per acre and will permit residential units on	The City will adopt the TOD District by June 2010.	**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents.

Policy	Program	Deadline	Status of Implementation
	second and third floors above commercial spaces. There will be approximately 4 acres in the TOD Overlay District (sites are listed in Table 33) that will accommodate owner and rental multifamily uses that will be permitted by-right on the second and third floors and through a lot consolidation program (Program 1.A.1). The City will also provide the regulatory and development standards listed in Program 1.C.2.		
	Program 1.F.3: The City will amend the Downtown Waterfront Main Street Commercial (DW-MC) district to allow for residential uses on the second and third floors above commercial spaces and other types of residential housing at the same density as the High-Density Residential District (R-H) (14-21). To further support meeting the needs for a mix of housing types the City recently adopted the FOCUS: PDA for the entire Downtown Specific plan area and a 30+ acre parcel, located within less than ¼ mile from the train station. The City promotes this opportunity through the Suisun City Redevelopment Agency, which meets with interested developers and discusses the City's mixed-use opportunities. The Agency also provides financial assistance for mixed-use projects through its tax increment fund. In addition, the Commercial/Office/Residential (C/O/R) Designation allows 50 percent of the sites to be developed with residential.	Amended by June 2010	
	Program 1.F.4: The City will continue to allow construction of duplexes on corner lots and other flexible housing designs	2009-2014, as projects are received through the Community Development Department.	

Policy	Program	Deadline	Status of Implementation
	according to City design guidelines.		
Policy 1.G: The City will continue to implement design guidelines for new residential construction to ensure a maximum level of housing design quality.	**Program 1.G.1:** The City will evaluate development proposals based upon development standards, the distinctiveness of design and compatibility with existing residential development within the vicinity of the proposal. The City will evaluate the compatibility with the physical and environmental characteristics of the area in which a development proposal is to be located and by using the specific plan and planned unit development processes, the City will encourage the distinctiveness of new residential neighborhoods.	2009-2014, as projects are received through the Community Development Department.	**Progress:** The City has historically put a lot of emphasis on design and compatibility with neighboring uses and will continue to do so. **Effectiveness:** The City has found this approach to be effective in the past and anticipates the same in the future.
Policy 1.H: The City will encourage the Planned Use Development (PUD) zoning in medium- and high-density residential zones.	**Program 1.H.1:** The City will continue to use PUD zoning to offer greater housing choice for residents and greater flexibility for developers than in conventional zone districts. The PUD zone enables developers to provide a great range of housing units that can accommodate a variety of needs.	Consider using PUD zoning where appropriate and as projects are submitted to the Community Development Department.	**Progress:** The City has been receptive to PUD's in the past and anticipates the same to be true in future years. **Effectiveness:** The City has found this approach to be effective in the past and anticipates the same in the future.
Policy 1.I: The City will evaluate its progress in achieving its Housing Element Goals.	**Program 1.I.1:** As required by state law (Government Code Section 65400), 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. The City will alter existing housing strategies or develop new strategies as needed to meet changing City needs. In addition, as required by state law, the City will forward its adopted Housing Element to local water and sewer providers.	Submit annual reports starting January 2009, and annually thereafter. The City will submit its adopted Housing Element to local water and sewer providers upon adoption of this Housing Element.	**Progress:** The City has been in compliance with CGC Section 65400 by preparing an annual report on progress toward implementing the City's Housing Element. Housing Element copies have been forwarded to the local water purveyor. **Effectiveness:** The City has been successful in the implementation of this policy.

Policy	Program	Deadline	Status of Implementation
Goal 2 – Preserve the stock of existing housing.			
Policy 2.A: Preserve existing housing, in particular housing affordable to low- and moderate-income households.	**Program 2.A.1:** Rehabilitate substandard dwelling units and those occupied by low- and moderate-income households using 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 percent of the dwelling units rehabilitated in the redevelopment area will be affordable to low- and moderate-income households.	2009-2014	**Progress:** The City, through the Neighborhood Stabilization Program, has secured approximately $900,000 to purchase and rehabilitate substandard dwelling units. Four homes have already been sold to First Time Homebuyer households and a total of seven have been purchased. **Effectiveness:** Seven properties have been purchased through this program with four being sold to FTHB households and the other three currently under rehabilitation.
	Program 2.A.2: The City will assist nonprofit 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 housing set-aside funds to rehabilitate such units, if necessary, to preserve their use for low- and moderate-income households. Note: At present, there is only one "at risk" assisted rental housing project in Suisun City (Village Apartments), which is operated by the Solano Affordable Housing Foundation. This program will only take effect if the Solano Affordable Housing Foundation decides to transfer ownership or management of Village Apartments.	2009-2014	**Progress:** Ongoing.

Policy	Program	Deadline	Status of Implementation
	The City will continue the following activities during the five-year period of the housing element to maintain affordability of these units. The Community Development Department will implement these efforts. Funding sources to support the implementation of these efforts is specified where appropriate. The efforts listed below represent a varied strategy to mitigate potential loss of "at-risk" units due to conversion to market-rate units. These local efforts utilize existing City and local resources. They include efforts to secure additional resources from the public and private sector should they become available. • Administer an Acquisition and Rehabilitation Program to assist for-profit and non-profit developers in acquiring and rehabilitating housing units that preserve affordability in rental projects that are at-risk of converting to market rents. • Monitor owners of at-risk projects on an ongoing basis, at least every six months, in coordination with other public and private entities to determine their interest in selling, prepaying, terminating or continuing participation in a subsidy program. • Maintain and annually update the inventory of "at-risk" projects through the use of existing databases (e.g., HUD, State HCD and California Tax Credit Allocation Committee).		

Policy	Program	Deadline	Status of Implementation
	• Take all necessary steps to ensure that a project remains in or is transferred to an organization capable of maintaining affordability restrictions for the life of the project, including proactively ensuring notices to qualified entities, coordinating an action plan with qualified entities upon notice and assisting with financial resources or supporting funding applications. • Bi-annually coordinate with HUD to monitor projects approved to convert to ensure that any required assistance (or assistance that the owner has agreed to provide) to displaced tenants is carried out in a timely manner. Ensure projects are monitored to see if they are subject to other State or local requirements regarding the provision of assistance to displaced tenants. • Annually monitor local investment in projects that have been acquired by non-or for-profit entities to ensure that properties are well managed and maintained and are being operated in accordance with the City's property rehabilitation standards. • Work with owners, tenants and non-profit organizations to assist in the non-profit acquisition of at-risk projects to ensure long-term affordability of the development. Annually contact property owners,		

Policy	Program	Deadline	Status of Implementation
	gauge interest and identify non-profit partners and pursue funding and preservation strategy on a project basis. • Annually meet with stakeholders and housing interests to participate and support, through letters and meetings and technical assistance with local legislators in federal, State or local initiatives that address affordable housing preservation (e.g., support State or national legislation that addresses at-risk projects, support full funding of programs that provide resources for preservation activities). • Use available financial resources to restructure federally assisted preservation projects, where feasible, in order to preserve and/or extend affordability. • Annually identify funding sources for at-risk preservation and acquisition rehabilitation and pursue these funding sources at the federal, State or local levels to preserve at-risk units on a project-by-project basis. • Continue to assist owners or purchasers of existing Mortgage Revenue Bond (MRB) projects to refund their bonds in exchange for augmented and/or extended affordability controls. Annually contact property owners to gauge		

Policy	Program	Deadline	Status of Implementation
	interest, provide list of resources available for refund and negotiate terms on a project-by-project basis.		
Policy 2.B: Create additional affordable housing opportunities within the City's existing stock of housing.	**Program 2.B.1:** The Suisun City Housing Authority will continue to seek additional Section 8 vouchers for its very low-income residents to reduce the number of such households paying more than 30 percent of their incomes for housing expenses when funding for additional vouchers become available and the Authority becomes available to apply for such funding.	2009-2014	**Progress:** No additional vouchers have been obtained to date, but the Housing Authority will continue to seek additional vouchers. **Effectiveness:** Yet to be determined.
Policy 2.C: Replace housing affordable to low- and moderate-income households in the redevelopment area that has been removed.	**Program 2.C.1:** The City will 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. The City will 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. Between 2009 and 2014, the Redevelopment Agency does not anticipate removing housing units occupied by low- or	2009-2014.	**Progress:** No units have been removed during this planning period. **Effectiveness:** N/A

Policy	Program	Deadline	Status of Implementation
	moderate-income households. This program will be triggered only if such removal occurs.		
Goal 3 – Plan and encourage the development of housing to meet the housing needs of special population groups.			
Policy 3.A: Address the needs of population groups with special characteristics. These groups include homeless individuals, minorities facing discrimination, single-parent (particularly female-headed) households, older adults, military personnel and their families, large families, and mobility-impaired individuals.	**Program 3.A.1:** Pursuant to Senate Bill (SB) 2, staff will amend the City Zoning Ordinance to allow emergency shelters as a permitted use in the ML (Manufacturing Light) district without a conditional use permit or other discretionary review. This district is appropriate for shelters because it is in the City's downtown area where transit and services would be available to shelter inhabitants. There are currently ~12.26 acres of vacant and underutilized land in the ML zone district area. In addition the City will evaluate adopting development and managerial standards that will be consistent with Government Code Section 65583(a)(4) and consistent with the development standards in the ML district. These standards may include such items as: • Lighting • On-site management • Maximum number of beds or persons to be served nightly by the facility • Off-street parking based on demonstrated need • Security during hours that the emergency shelter is in operation	City staff will prepare Zoning Ordinance amendments by June 2010.	**Progress:** These amendments will be addressed during the City's Zoning Ordinance update process which will be completed by early 2012. The City will continue to make information available to the public regarding state and federal fair housing laws. The City will continue to meet with Travis Air Force Base regarding the unmet housing needs of military personnel. **Effectiveness:** Yet to be determined
	Program 3.A.2: Pursuant to SB 2, the City	City staff will prepare Zoning Ordinance	**Progress:** The City is going through a General Plan and Zoning Ordinance

Policy	Program	Deadline	Status of Implementation
	must explicitly allow both supportive and transitional housing types in all residential zones. The City currently allows group homes for six or fewer persons by-right in residential zones and homes for more than six persons with a CUP. To clarify that group homes include transitional and supportive housing uses, the City will update its Zoning Ordinance to include separate definitions of transitional and supportive housing as defined in Section 50675.2 of Health and Safety Code sections 50675.2 and 50675.14. Both transitional and supportive housing types will be allowed as a permitted use subject only to the same restrictions on residential uses contained in the same type of structure. Transitional facilities are classified as temporary rental housing for at least 6 months but where units are re-circulated to other program recipients after a set period. Taking several forms, transitional housing may be group housing or multi-family units and can include supportive services. Supportive housing does not have a limit on the length of stay and is linked to either onsite or offsite services that can include medical services, childcare services, counseling, legal assistance, money management, job skills training and a variety of other services in place to help individuals gain independent living skills.	amendments by June 2010.	Update. Estimated completion is early 2012. Integrated into this process the City will pursue appropriate rezonings and amendments to City documents.
	Program 3.A.3: The City will provide information on state and federal fair housing laws and refer discrimination complaints to the Fair Employment and Housing Commission. The City will continue to make available, at City Hall and on the City's	2009-2014	**Progress:** Ongoing.

Policy	Program	Deadline	Status of Implementation
	website, and distribute information on state and federal fair housing laws to rental property owners, lenders, and real estate agents in the City. **Program 3.A.4:** The City will cooperate with nonprofit housing corporations and for-profit developers specializing in housing for adults 55 years of age and above to accommodate housing that meets the needs of this age group. This will include actions by both the Community Development Department and the Redevelopment Agency. Specific actions that the City will undertake include: • Use density bonus and the planned unit development (PUD) process to facilitate the development of housing for older adults at sufficient density to make such projects financially feasible. • Assist developers in locating suitable sites, depending on the type of housing proposed. Examples include rental apartments with common areas designed specifically for social events of interest to older adults, housing which includes common dining facilities and limited health care services; congregate care housing, with 24-hour full health care services. • Provide assistance to older, low-income homeowners to rehabilitate their homes.	Through the predevelopment review process, the City will discuss the options of providing senior housing.	**Progress:** City was successful in obtaining a Community Development Block Grant Planning and Technical Assistance grant to study potential development of senior housing. Study is anticipated to be completed before the end of the year (2011).

Policy	Program	Deadline	Status of Implementation
	• Assist developers interested in converting or retrofitting existing residential buildings to meet the needs of older adults. This could include technical assistance in applying for state and federal funding, local financial assistance through redevelopment housing set-aside funds, and the waiving of certain fees and/or development requirements to increase the financial feasibility of providing such housing. • Assist in the funding of affordable housing for older adults, including application for state and federal funds, the use of redevelopment agency housing set-aside funds (if available), and/or the issuance of tax-exempt bonds to provide low-cost financing (see Policy 1.0 and related Programs).		
	Program 3.A.5: The City will cooperate with Travis Air Force Base officials to identify any unmet needs among military personnel for affordable housing in Suisun City.	Annually meet with representatives of Travis Air Force Base to determine whether unmet housing needs exist.	**Progress:** Meeting scheduled for April 2011.
	Program 3.A.6: The City will encourage that affordable rental housing developments contain an appropriate percentage of three- and four-bedroom dwelling units. Specific actions that the City will undertake include: • Assist developers in applying for available state and federal programs and redevelopment	2009-2014	**Progress:** Ongoing - no current interest

Policy	Program	Deadline	Status of Implementation
	housing set-aside funds, if available, to provide development subsidies (low-cost financing, land write-down, or other incentives). (See Policy 1.0 and related Programs) • Provide density bonuses for developers who include large family units in rental housing developments.		
	Program 3.A.7: The City will continue to comply with ADA requirements for accessibility and adaptability of new residential buildings to meet the needs of mobility-impaired persons.	2009-2014	**Progress:** Ongoing.
	Program 3.A.8: The City will cooperate with, and provide assistance to, organizations seeking to develop or convert residential buildings for use as group homes for persons with disabilities that prevent them from using conventionally designed housing. Specific actions that the City will take are: • Assist in identifying suitable sites; review planning and zoning documents for modifications that could increase feasibility of such housing. • Consider using Redevelopment Housing Set-Aside funds to pay permit fees for group homes serving low-income clients. • Assist developers in applying for	On an ongoing basis, identify suitable locations within the City.	**Progress:** Ongoing.

Policy	Program	Deadline	Status of Implementation
	available state and federal programs and redevelopment housing set-aside funds, if available, to provide development subsidies (low-cost financing, land write-down, or other incentives). (See Policy 1.0 and related Programs)		
	Program 3.A.9: Develop and formalize a general process that a person with disabilities will need to go through in order to make a reasonable accommodation request in order to accommodate the needs of persons with disabilities and streamline the permit review process. The City will provide information to individuals with disabilities regarding reasonable accommodation policies, practices, and procedures based on the guidelines from the California Housing and Community Development Department (HCD). This information will be available through postings and pamphlets at the City and on the City's website.	Develop a reasonable accommodations procedure by July 2010.	**Progress:** Ongoing.
	Program 3.A.10: The City's Zoning Ordinance allows for the development of rooming houses and boardinghouses by right in the medium- and high-density residential zones and conditionally in the historic-residential zone. Recent legislation known as Assembly Bill (AB) 2634 requires that "single-room occupancy units" (SROs) are explicitly allowed in the City's Zoning Ordinance. Therefore, the City will add "SRO" to the definition of "rooming houses and boardinghouses" to clarify that SROs are permitted as described in these zones.	June 30, 2010	**Progress:** The City is going through a General Plan and Zoning Ordinance Update. Estimated completion is early 2012. Integrated into this process the City will complete necessary rezonings and amendments.

Policy	Program	Deadline	Status of Implementation
	The City will prioritize funding for the development of SROs or similar types of units to assist with the development of extremely low-income housing.		
Goal 4 – Encourage energy conservation.			
Policy 4.A: Encourage energy conservation in new development design and construction and in the rehabilitation of existing housing.	**Program 4.A.1:** Suisun City will continue to check building plans for compliance with state energy conservation standards for new residential buildings.	2009-2014	**Progress:** The City will continue the practice of reviewing building plans regarding compliance with state energy conservation standards for new residential buildings. In addition, the Zoning Ordinance update will address new energy efficient standards.
	Program 4.A.2: 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.	June 30, 2010	The City recently adopted a revised Water-Efficient Landscape Ordinance which complies with AB 1881. This is one step the City believes will lead to reduced energy usage. **Effectiveness:** Yet to be determined.
	Program 4.A.3: 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. In addition, the City will conduct an outreach	June 30, 2010	**Progress:** Recently Solano County determined that it would not have the staff capacity to act as lead local implementer for the California Energy Commission Retrofit Bay Area Program, with a potential loss of over $460,000 in funding for county-wide energy efficiency activities. The City has agreed to serve as the lead local implementer for the Retrofit Bay Area Program and is contracting with the Solano Center for Business Innovation

Policy	Program	Deadline	Status of Implementation
	effort targeted towards lower income households that includes website updates, flyers and pamphlets containing eligible energy conservation savings programs, participating agencies (i.e. PG&E) and contact information.		to assist in implementing the scope of work for Solano County. **Effectiveness:** Yet to be determined.