

RESOLUTION NO. 2004-232

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF MAR 30 2004

RESOLUTION SUPPORTING THE INFILL DEVELOPMENT
PROGRAM WORK PLAN

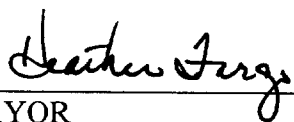
WHEREAS, the City Council of the City of Sacramento, on May 14, 2002, adopted the City of Sacramento Infill Strategy which established goals, policies, and programs to promote quality infill development within the City of Sacramento; and

WHEREAS, the City of Sacramento's Development Oversight Commission has established implementation of a citywide Infill Strategy as one of its goals; and


WHEREAS, the City of Sacramento has created an Infill Coordinator position and Infill Cabinet to oversee an infill development program to implement the City's adopted infill policies; and

WHEREAS, the Infill Development Work Program identifies measures and strategies to promote quality infill development in Sacramento;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Sacramento that staff is directed to follow a Citywide Infill Program as outlined in the Infill Development Program Work Plan as included in Attachment A to this resolution.


MAYOR

ATTEST:


CITY CLERK

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**Attachment A
INFILL DEVELOPMENT WORK PROGRAM**

| Work Plan Item | Issue | Lead Responsibility | In Progress | Time Frame | |
|---|--|--|--|---|---|
| | | | | Short-term (Target Date - July 04) | Med/Long Term |
| PROJECT ASSISTANCE AND ISSUE RESOLUTION | | | | | |
| <i>Goal: To assist quality infill projects in moving through the development review process efficiently</i> | | | | | |
| 1 | Provide early assistance/guidance | Infill Coordinator, Process Managers | Many infill projects assigned to process managers, pre-meetings have been arranged | Create a system to identify and track infill projects through system | |
| 2 | Create processes for quick resolution of issues | Infill Cabinet | Determine procedure for staff to ensure issues are identified up front and procedure for resolution | | |
| 3 | Application of flexibility in certain requirements (e.g., street improvement requirements) | Infill Cabinet | Flexibility is applied when possible within existing regulations | | Identify system improvements to create flexible processes (in system improvements below) |
| 4 | Assistance with community process (if necessary) | Infill Coordinator | | Identify projects that warrant this kind of assistance in coordination with improved early notification system. | |
| POLICY/PROCESS IMPROVEMENTS | | | | | |
| <i>Goal: To improve development processing system to better accommodate City's adopted infill goals and policies.</i> | | | | | |
| 5 | Enact an interim application for traffic level of service in identified infill areas | Public Improvements (Public Works), Environmental, City Attorney | | | |
| 6 | Reduce requirements for traffic studies for smaller infill projects | Public Improvements (Public Works) | | Review options for alternative thresholds to trigger traffic study requirements, particularly in connection with alternative interim LOS standard (above) | |
| 7 | Clarify requirements for constructing curb ramps for new development | Public Improvements (Public Works) | Construction and reimbursement policy has been prepared that clarifies developer requirements to pay for only those adjacent to the site | | City team or contractors to construct curb ramps for some small infill projects, developer reimburse for their fair share |

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| 8 | More flexibility in alley improvement requirements | Costs regarding the amount and level of alley improvements required for infill projects are often a major financial challenge for infill development | Public Improvements (Public Works) | | Develop new policy that adds flexibility regarding the amount and type of paving needed | Explore opportunities for City team/contractors to construct alley improvements for some small infill projects, developer reimburse for fair share |
| 9 | More flexible procedures for Public Improvement Agreement bonding requirements | Existing procedures to ensure bonds sometimes challenging for developers of small infill projects and can delay development | Public Improvements (Public Works) | | Review existing requirements related to Public Improvement Agreement bonds to determine options for small infill projects. May require Code amendment. | |
| 10 | Flexibility in requirements for installation of frontage improvements with final maps versus building permits | Developer need to final map may precede readiness for development construction, creates difficulty in financing project | Public Improvements (Public Works) | | Review requirements to determine when deferral of frontage improvements may be feasible. | |
| 11 | Flexibility in right-of-way dedication requirements for infill projects | Dedication requirements can be a disincentive to some kinds of infill development | Public Improvements (Public Works) | | Review procedures and develop recommendation for policy or code amendments | |
| 12 | Enact appropriate noise standards for urban residential development | Existing noise standards and/or interpretations of those standards can inhibit residential development in more urban areas | Planning (Environmental) | | Review existing standards and practices to ensure that appropriate regulations and policies regarding private residential outdoor space (e.g., balconies) | Review and amend as necessary Gen Plan noise standards and/or thresholds of significance to better accommodate opportunities for residential development in urban areas |
| 13 | Flexible and joint solutions to individual parking requirements | Existing infill lots often constrained and are unable or inefficient to meet parking requirements on an individual project basis Minimum 5-acre neighborhood park standards limit opportunities for new urban parks | Planning/Public Improvements (Public Works), Transportation, Economic Development, SHRA | | | Reduce required parking for small lots, historic uses, and allow more flexibility to provide off-site parking. Develop solutions for joint parking and parking assessment districts |
| 14 | Create urban park opportunities for infill areas | | Parks | | Incorporating urban park concepts into Parks Master Plan Update | |
| 15 | Flexibility in standards to provide for tree protection and tree canopies | Existing trees sometimes make standard driveways or setbacks or standard tree placement impossible without tree removal | Infill Coordinator/ Parks/Public Improvements (Public Works)/Planning | | | Adopt policy/ord that allows for flexibility in building placement, driveway access and setbacks to allow for tree protection and canopy trees |

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| 16 | Create standards requirements for utility services for attached ownership housing | Utilities | Have identified solution, reviewing whether it can be addressed administratively or requires code amendments | | |
| 17 | Faster determination of historic significance | Historic Preservation | Proposed Downtown District to DRPB by July. Create screening questionnaire for environmental review to streamline process | | Complete additional surveys and bring to City Council adoption of new districts. |
| 18 | Clarify various requirements associated with building moves | Historic Preservation/ Infill Coordinator/ Process Management | Implementing DOC Initiative: Create a historic building/ infill team that specializes in these kinds of projects. Recruitment of staff completed. | Make available a guidebook with all steps involved for house moves | |
| 19 | Focus specialized attention on Building and Fire Code implementation for historic buildings/adaptive reuse | Building/Historic Preservation/Fire | Recruitment of staff completed. | Team in place pending resolution of resource allocation. | |
| 20 | Improve and enhance early notification process | Planning/DOC | Planning/DOC Initiative to be discussed at City Council 4/20 | | |
| 21 | Implement development streamlining recommendations | Planning/DOC | Planning/DOC Initiative to be discussed at City Council 4/20 | | Continue to work with DOC on additional recommendations |
| 22 | Enact ordinances to provide better infill streamlining and flexibility | Infill Cabinet, DOC | Review implications for infill projects with considerations for fee changes as result of fee and charge review | | Develop ordinance amendments with DOC |
| 23 | Include considerations for impacts on smaller infill projects when reviewing and adopting entitlement processing fees | Revenue/Planning | | | |

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| 24 | Develop City-sponsored single family infill house plans | Planning/Building | Create process for building acceptance of private infill house plans | Create City sponsored infill house plans applicable to specific neighborhoods. Council consideration 3/30 | If approved, create and approve plans by 1/05 |
| REPORTING AND MONITORING INFILL DEVELOPMENT | | | | | |
| <i>Goal: To monitor and report on status and issues related to infill development in Sacramento</i> | | | | | |
| 25 | Set up overall coordination and reports on key infill areas (e.g., Central City, CADA, Planning, Downtown, Hist Pres, Others) | Infill, Planning, CADA, Economic Development, others | Establish regular coordination meetings | | |
| 26 | System for addressing infill development issues | Infill Cabinet | Infill Cabinet established and meeting monthly | Determine appropriate methods for addressing project specific infill issues Place quarterly reports on web site, coordinate with benchmarking program and DOC initiatives | Joint Downtown housing web site with CADA, SHRA |
| 27 | Tracking and monitoring of infill development | Infill Coordinator | Infill status report in progress | Currently scheduling preliminary meetings and referrals | |
| 28 | Overall coordination and referrals | Infill Coordinator, Deve Svcs Help Line | | | |
| INFILL INCENTIVES | | | | | |
| <i>Goal: To implement incentives to promote quality infill development</i> | | | | | |
| 29 | Implement and expand sewer credit program for infill projects | Infill Coordinator | | | Participate in Stakeholder Working Group with SRCSD to expand use of credits for infill and transit oriented housing |
| 30 | Continue Infill Fee Reduction Program | Infill Coordinator/ Planning | Has assisted over 75 units of infill housing. Program exhausted funds for FY 03-04 | Make minor revisions to implementing ordinance to ease implementation and explore options for FY04-05 funding | |
| 31 | Create new infill incentive fund | Infill Coordinator/ Parks | Create a flexible account by swapping Jobs-Hsing Balance grant funds with General Funded capital projects. Concept for approval by City Council 3/30/04 | | Develop guidelines for application of infill incentive funds for approval by City Council |

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| 32 | Other incentives Other incentives to promote infill are desired, potentially including priority processing and fee deferral programs | Infill Coordinator & Cabinet | | | Identify and make recommendations to City Council. Review City and other agency fee deferral options and priority processing. |
| ADDRESS METHODS TO FINANCE INFRASTRUCTURE TO SUPPORT INFILL DEVELOPMENT | | | | | |
| <i>Goal: To identify methods to provide necessary infrastructure to support infill development.</i> | | | | | |
| 33 | Jobs-Hsg Balance grant funding of infrastructure Assist with up-front infrastructure improvements to support development in defined infill areas | Infill Coordinator, Planning, Parks, Transportation, Utilities | | Incorporate into CIP, issue RFP for approved projects. | Projects to be completed by June 2006 |
| 34 | Develop Financing Plans for adopted infill planning areas Identify plans to provide for necessary infrastructure to support planned infill development. | Planning/Special Districts | Council approved development of financing plans for 65th Street Transit Village and R Street Corridor | | Finance strategies to be developed and brought to City Council for adoption. |
| 35 | Determine alternative sources of funding for infrastructure Financing infrastructure in infill areas is very challenging. Solutions could include CIPs, assessment districts, new redevelopment areas | Utilities, Finance, Public Improvements, Transportation | | | Bring back as workshop discussion item for future Council consideration. |
| LAND AVAILABILITY | | | | | |
| <i>Goal: To address constraints to land development for infill development</i> | | | | | |
| 36 | Brownfields coordination There are significant challenges with development of properties with toxic contamination. The City has some federal loans programs | Planning-Environmental | Ongoing implementation of existing program | | Potential for an additional \$500,000 in federal revolving loan program to be reallocated from other regions |
| 37 | Consider infill development opportunities for surplus City land Difficulty with private developers acquiring land. Review surplus land to determine opportunities to sell for infill development. | Real Estate | | | Review opportunities and bring back for City Council discussion. |
| 38 | Address issue of liened properties Properties where liens from code enforcement actions, unpaid taxes exceed value are impossible to sell. Consider waiving certain fees for City actions in donated to non-profit | Infill Coordinator, Finance, Code Enforcement | | | Review complex legal and enforcement issues to waive fines. County estimates \$3000 cost to identify parcels with liens. |

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| 39 | Market critical infill sites | SHRA/ Economic Development | Economic Development Dept and SHRA currently serve this function for major areas | | Coordinate and central repository in connection with sacsites.com |
| PROGRAM MARKETING/ADVOCACY | | | | | |
| Goal: To broaden understanding and support of City's infill policies and programs | | | | | |
| 40 | Education/advocacy with community, businesses, interest groups, and industry groups regarding infill | Infill Coordinator | Underway and ongoing | | |
| 41 | Develop brochures, market pieces | Infill Coordinator | | Determine appropriate documents based on input and work plan | |
| FINANCING | | | | | |
| Goal: To improve system for financing infill projects | | | | | |
| 42 | Review opportunities for non-profit development corporation | Downtown Department | Reviewing options. | | Explore expansion to address additional opportunities for land assembly and financing. |
| 43 | Address complex issues with financing infill projects | Infill Coordinator, Finance, SHRA, Econ Dev | | | Coordinate with SHRA and review options |

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