

April 11, 2013
BENICIA PLANNING COMMISSION

**JOINT MEETING WITH
THE HISTORIC PRESERVATION REVIEW COMMISSION
SPECIAL MEETING AGENDA**

City Hall Council Chambers
Thursday, April 11, 2013
6:00 P.M. *SPECIAL TIME

I. OPENING OF MEETING

- A. Pledge of Allegiance
- B. Roll Call of Commissioners
- C. Reference to Fundamental Rights of Public - A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia's Open Government Ordinance.

II. ADOPTION OF AGENDA

III. OPPORTUNITY FOR PUBLIC COMMENT

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda that is within the subject jurisdiction of the Planning Commission. State law prohibits the Commission from responding to or acting upon matters not listed on the agenda.

Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on council members, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

A. WRITTEN

B. PUBLIC COMMENT

IV. WOOD WINDOW WORKSHOP

City Staff and the California Preservation Foundation have put together a workshop with a panel of experts presenting guidance and options pertaining to preservation or replacement of historic wood windows. This workshop will also provide information to the City Council for setting policy regarding criteria for repair, thresholds for replacement and appropriate materials.

V. PRESENTATION:

A. OPEN GOVERNMENT PRINCIPLES

The City Attorney will make a presentation on the Open Government ordinance. The Open Government ordinance requires that all public officials and some employees read the Open Government Ordinance and attend an annual training on the ordinance. This training will also include a review of the Brown Act, the City's Code of Conduct and other related documents.

VI. ADJOURNMENT OF JOINT MEETING WITH THE HISTORIC PRESERVATION REVIEW COMMISSION; CONTINUATION OF REGULAR MEETING OF PLANNING COMMISSION

VII. ELECTION OF OFFICERS (CHAIR AND VICE CHAIR)

VIII. CONSENT CALENDAR

Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the Planning Commission or a member of the public by submitting a speaker slip for that item.

*Any Item identified as a Public Hearing has been placed on the Consent Calendar because it has not generated any public interest or dissent. However, if any member of the public wishes to comment on a Public Hearing item, or would like the item placed on the regular agenda, please notify the Community Development Staff either prior to, or at the Planning Commission meeting, prior to the reading of the Consent Calendar.

A. Approval of minutes of February 14, 2013 Regular Meeting

IX. REGULAR AGENDA ITEMS

A. ZONING ORDINANCE TEXT AMENDMENT TO INCORPORATE REGULATIONS PERTAINING TO COTTAGE FOOD OPERATIONS

PROPOSAL:

Effective January 1, 2013, Assembly Bill No. 1616 states that local jurisdictions shall not prohibit cottage food operations (CFO) in residential dwellings. As a result, a Zoning Ordinance text amendment is proposed to establish regulations pertaining to CFO within the City of Benicia. The proposed amendment to Title 17 would establish an administrative permitting process for cottage food operations to be conducted within a portion of an existing dwelling unit as an accessory use to the residence involving negligible or no expansion of the dwelling.

Recommendation:

Recommend that the City Council adopt an ordinance amending Benicia Municipal Code Title 17 (Zoning) to incorporate the regulations pertaining to cottage food operations.

B. GENERAL PLAN IMPLEMENTATION REPORT

Attachments: [City of Benicia General Plan Annual Progress Report for 2012](#), including

- [Appendix A](#): Summary of Implementation Changes, General Plan Implementation Report: January 1 - December 31, 2012.

- [Appendix B](#): General Plan Implementation Report

- [Appendix C](#): Housing Element Implementation Report

- [Appendix D](#): City Council Strategic Plan, Fiscal Years
2011 - 2013

PROPOSAL:

California Government Code Section 65400 requires that cities submit an annual report on the status of their General Plan and progress in its implementation to the Governor's Office of Planning and Research and Department of Housing and Community Development.

Recommendation:

Receive and file the Annual General Plan Progress Report, 2012 for acceptance by the City Council.

X. COMMUNICATIONS FROM STAFF

XI. COMMUNICATIONS FROM COMMISSIONERS

XII. ADJOURNMENT

Public Participation

The Benicia Planning Commission welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The Planning Commission allows speakers to speak on agendized and non-agendized matters under public comment. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the Planning Commission.

Should you have material you wish to enter into the record, please submit it to the Commission Secretary.

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the ADA Coordinator, at (707) 746-4211.

Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

All items listed on this agenda are for Commission discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action the Commission may take.

The Planning Commission may not begin new public hearing items after 11 p.m. Public hearing items, which remain on the agenda, may be continued to the next regular meeting of the Commission, or to a special meeting.

Pursuant to Government Code Section 65009; if you challenge a decision of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing. You may also be limited by the ninety (90) day statute of limitations in which to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

Appeals of Planning Commission decisions that are final actions, not recommendations, are considered by the City Council. Appeals must be filed in the Community Development Department in writing, stating the basis of appeal with the appeal fee within 10 business days of the date of action.

Public Records

The agenda packet for this meeting is available at the City Clerk's Office, the Benicia Public Library and the Community Development Department during regular working hours. The Community Development Department is open Monday through Friday (except legal holidays), 8:30 a.m. to 5 p.m. (closed from noon to 1 p.m.). Technical staff is available from 8:30 - 9:30 a.m. and 1:00 - 2:00 p.m. only. If you have questions/comments outside of those hours, please call 746-4280 to make an appointment. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the

agenda packet is prepared are available before the meeting at the Community Development Department's office located at 250 East L Street, Benicia, or at the meeting held in the City Hall Council Chambers. If you wish to submit written information on an agenda item, please submit to Amy Million, Commission Secretary, as soon as possible so that it may be distributed to the Planning Commission.

 [Wood Window Workshop](#)

 [Open Government Principles](#)

 [February 14, 2013 Draft Minutes](#)

 [Zoning Ordinance Text Amendment - CFO](#)

 [GENERAL PLAN IMPLEMENTATION REPORT](#)

 [City of Benicia General Plan Implementation Report 2012](#)

 [Appendix A](#)

 [Appendix B](#)

 [Appendix C](#)

 [Appendix D](#)



Community Development Department
MEMORANDUM

Date: March 20, 2013
To: **Planning Commission and Historic Preservation Review Commission**
From: Amy Million, Principal Planner
Re: Window Workshop April 11, 2013

The Historic Preservation Review Commission, Planning Commission and City Council all have a role in the preservation of the City's historic resources and the design review process. Over the past several years, the Historic Preservation Review Commission has worked diligently to provide education on the repair and replacement of wood windows in historic buildings. As property owners try to adapt the modern lifestyle to their historic structures, the preservation of original materials becomes an important issue. Replacement of historic wood windows with modern wood, aluminum or vinyl windows is one of the most common modifications property owners seek through the Design Review process.

The California Preservation Foundation (CPF) is supporting its preservation efforts in Benicia by assisting staff in putting together this workshop, with a panel of experts to presenting guidance and options pertaining to preservation or replacement. This workshop will provide information to the City Council for setting policy regarding criteria for repair, thresholds for replacement and appropriate materials.

The key considerations are:

- 1) when repair is required vs. encouraged
- 2) what criteria is appropriate for allowing replacement
- 3) what replacement options are acceptable

The goal of this joint meeting is to facilitate a discussion which will lead to a resolution and draft ordinance of the Commissions' recommendations for City Council review. Staff anticipates the Commissions' recommendations will likely address the appropriate level of review as to when repair of historic windows should be required versus encouraged; and when replacement would be allowed and with what materials.

The workshop is scheduled for 90-120 minutes depending on the level of discussion following the presentations. The presentations are scheduled as follows:

Presenter	Affiliation	Topic	Time
Nancy Goldberg	Carey & Co. (San Francisco)	Secretary of the Interior Standards	25 minutes
Bill Essert	Wood Window Inc. (Piedmont)	Repair and Replacement	15 minutes
Phil Joy	Joy Housemoving (Benicia)	Wood window restoration methods	10 minutes
Chris Bowman	Foster Lumber (Vallejo/Fairfield)	Vinyl clad and composite materials	10 minutes

A 30-60 minutes Q&A and discussion by the Historic Preservation Review Commission and Planning Commission will follow.

NEXT STEPS:

Staff will incorporate the Commission comments into a draft ordinance for review and recommendation by the Historic Preservation Review Commission. It will then be forwarded to the Planning Commission for its comments and recommendation, before presenting it to the City Council for final action.

AGENDA ITEM
PLANNING COMMISSION AND HISTORIC PRESERVATION REVIEW
COMMISSION SPECIAL MEETING: APRIL 11, 2013
PRESENTATION

DATE : April 3, 2013

TO : Planning Commission and Historic Preservation Review Commission

FROM : City Attorney

SUBJECT : **COMPLETION OF OPEN GOVERNMENT AWARENESS TRAINING**

RECOMMENDATION:

Complete open government awareness training.

EXECUTIVE SUMMARY:

The Open Government ordinance requires that all public officials and some employees read the Open Government Ordinance and attend an annual training on the ordinance. This training will also include a review of the Brown Act, the City's Code of Conduct and other related documents.

BUDGET INFORMATION:

There is no fiscal impact.

BACKGROUND:

The training includes a review of the Brown Act, conflict of interest issues, ethics, due process and open government tips for effective meetings. Please sign and return the certificate of completion (provided at the meeting) to the City Clerk's office or the City Attorney's office once you have read the ordinance and completed the training. It is not necessary to sign and return page 4 of the Code of Conduct since your signature on the certificate of completion includes verification that you have reviewed the Code.

Attachments: (The attachments will be provided at the meeting.)

- Title 4 of the Benicia Municipal Code (Open Government Ordinance)
- The 2013 Brown Act
- Participating in City Council Meetings
- Open Government Tips
- Code of Conduct
- Can I Vote?

DRAFT



**BENICIA PLANNING COMMISSION
REGULAR MEETING MINUTES**

**City Hall Council Chambers
Thursday, February 14, 2013
7:00 P.M.**

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Roll Call of Commissioners

Present: Commissioners Cohen-Grossman, Oakes, Smith, Sprague,
Young and Chair Sherry

Absent: Commissioner Dean

Staff Present: Charlie Knox, Community Development Director
Amy Million, Principal Planner/Recording Secretary
Heather McLaughlin, City Attorney

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA

On a motion of Smith seconded by Commissioner Cohen-Grossman, the agenda was adopted by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Smith, Sprague, Young and
Chair Sherry

Noes: None

Absent: Commissioner Dean

Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN

None.

B. PUBLIC COMMENT

None.

IV. CONSENT CALENDAR

Staff requested that Item IV. B be moved to the Regular Calendar to clarify the public hearing notification process.

On a motion of Commissioner Oakes, seconded by Commissioner Smith, the consent calendar was approved by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Sprague, Smith, Young and Chair Sherry
Noes: None
Absent: Commissioner Dean
Abstain: Commissioner Young

A. Approval of minutes of November 29, 2012 Special Meeting

V. REGULAR AGENDA ITEMS

A. USE PERMIT TO MODIFY AN EXISTING SPRINT WIRELESS TELECOMMUNICATION FACILITY AT 191 MILITARY EAST

Ms. Million clarified that this was a public hearing item. The agenda was not clear on this; however, a public notice to all property owners was mailed and a notice was posted on the property per the Benicia Municipal Code.

The Commission requested clarification on the noticing and any public comment. Staff confirmed the noticing procedure and that no public comment had been received.

RESOLUTION NO. 13-1 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A USE PERMIT TO MODIFY AN EXISTING WIRELESS TELECOMMUNICATION FACILITY AT 191 MILITARY EAST (12PLN-00041)

On a motion of Commissioner Young, seconded by Commissioner Smith, the consent calendar was approved by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Smith, Sprague, Young and Chair Sherry
Noes: None
Absent: Commissioner Dean
Abstain: None

VII. COMMUNICATIONS FROM STAFF

Mr. Knox introduced Commissioner Young and followed with a presentation on tools for Planning Commissioners to use in decision-making. He reviewed the role

of the Planning Commission, an overview of the General Plan, Zoning Ordinance, CEQA, findings, making a motion, personal opinions and the appeal process.

The Commission asked various questions of staff including clarification on General Plan consistency, the appeal process, General Plan update requirements, use permits and the relationship between findings and conditions.

Ms. Million announced that at the next Planning Commission meeting the agenda will include the election of Officers: Chair and Vice-Chair.

VIII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Oakes provided an update on the Sign Ordinance Committee and announced that by the next meeting on April 3, 2013, they hope to have comments on a first draft of the ordinance.

Ms. McLaughlin informed the Commission that if there was interest, she would provide the Commission with an overview of the Sign Ordinance update at the next Planning Commission meeting. The Commission agreed.

Commissioner Cohen-Grossman announced that the first meeting for the Community Advisory Committee for the Waterfront Master Plan will be on March 27, April 3 or April 18, 2013.

IX. ADJOURNMENT

Chair Sherry adjourned the meeting at 8:02 p.m.

AGENDA ITEM
PLANNING COMMISSION REGULAR MEETING: APRIL 11, 2013
ACTION ITEM

DATE : March 14, 2013

TO : Planning Commission

FROM : Amy Million, Principal Planner

SUBJECT : **ZONING ORDINANCE TEXT AMENDMENT TO INCORPORATE REGULATIONS PERTAINING TO COTTAGE FOOD OPERATIONS**

RECOMMENDATION:

Recommend that the City Council adopt an ordinance amending Benicia Municipal Code Title 17 (Zoning) to incorporate regulations pertaining to cottage food operations.

EXECUTIVE SUMMARY:

Effective January 1, 2013, Assembly Bill No. 1616 states that local jurisdictions shall not prohibit cottage food operations (CFO) in residential dwellings. As a result, a Zoning Ordinance text amendment is proposed to establish regulations pertaining to CFO within the City of Benicia. The proposed amendment to Title 17 would establish an administrative permitting process for cottage food operations to be conducted within a portion of an existing dwelling unit as an accessory use to the residence involving negligible or no expansion of the dwelling.

ENVIRONMENTAL REVIEW:

The proposed ordinance would not have a significant effect on the environment and is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1 - Existing Facilities and by the General Rule, Guidelines Section 15061(b)(3) that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Pursuant to AB1616, the establishment of a cottage food operation is not considered to be a change in occupancy of a dwelling unit.

GENERAL PLAN:

Relevant General Plan Goals:

- GOAL 2.5: Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic

benefits to the City and the community while maintaining health, safety, and quality of life.

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies and Actions:

- Strategic Issue 3: Strengthening: Economic and Fiscal Conditions Retain
 - Strategy 3: Retain and attract business
 - Action 3 (b): Continue and expand business support tools and policies that balance sustainability with economic vitality

BUDGET INFORMATION:

The establishment of a cottage food operation within the City of Benicia would require an administrative permit from the Community Development Department and a business license from the Finance Department. The cost of Community Development Department staff time associated with this permit is anticipated to be the same as with a Home Occupation Permit. Home Occupation Permits are subject to a review fee of \$50 to cover staff time for permit review and administrative processing. Accordingly, the proposed Community Development Department fee for a CFO Permit is \$50.

A Class B business license for a retail establishment issued by the Finance Department would be required. For this class, the business license fee is a minimum of \$65 annually with minimal increases annually per the Consumer Price Index.

BACKGROUND:

Effective January 1, 2013, under Assembly Bill No. 1616 a city or county shall not prohibit the establishment of cottage food operations (CFO) within any residential dwelling. A CFO is an enterprise within a private home, operated by the occupant of the home, where specified low-risk food products are prepared and/or packaged for sale to consumers.

The law, which modifies Part 7 of Division 104 of the California Health & Safety Code, related to food safety, requires the California Department of Public Health (DPH) to implement and impose certain responsibilities on local planning and environmental health agencies. DPH maintains a list of low-risk foods such as baked goods, candy, dried fruit, honey, nuts, popcorn, coffee, etc. that are considered to be non-hazardous and appropriate for a CFO. The current list is a starting point and DPH will establish a process by which foods can be added to the list or removed.

The Solano County Department of Resource Management, Environmental Health Division is responsible for permitting and inspection of CFO's countywide. Establishment of a CFO requires either registration with the Health Division or a permit depending on whether the CFO is a Class A or Class B. Class A CFO's are only allowed to engage in direct sales (CFO to consumer) and therefore only a self-certification checklist is required; Class B CFO's may engage in both direct and indirect sales (CFO to a third-party retailer to the consumer) and therefore a permit is required.

The highlights of the new law are as follows:

- Operation within a private residence only
- Limit on gross annual sales per calendar year (2013 = \$35,000; 2014 = \$45,000; 2015= \$50,000 per AB1616)
- 1 employee maximum
- Direct and/or Indirect sales to consumers
- Registration with the Solano County Health Division
- Production is limited to specified nonpotentially hazardous foods

For additional information, please refer to Exhibit A: AB 1616 Frequently Asked Questions.

ANALYSIS:

The most substantive modification to the Zoning Ordinance (Title 17) is the addition of Section 17.70.370 Cottage Food Operations which modifies Chapter 17.70 Site Regulations. Chapter 17.70 Site Regulations contains miscellaneous land use and development regulations that are applicable to properties in multiple districts for specific activities such as home occupations, animal keeping, swimming pools and performance standards.

In addition to the new Section, amendments to Sections 17.12.030 Definitions, 17.24.020 RS, RM, and RH districts – Land Use Regulations and 17.70.070 Home Occupations are included for consistency.

This ordinance does not propose any general plan land use or zoning district redesignations.

The proposed ordinance is consistent with the requirement set forth by AB1616 by including a process for approval that does not prohibit establishment of CFO's. The law provides flexibility for local agencies to determine the appropriate permit process and allows for 3 potential planning review processes:

1. Permitted by right
2. Nondiscretionary (administrative) permit
3. Use permit

Staff recommends that the City adopt the nondiscretionary, administrative review permit process for CFO permits, which is similar to the City's existing administrative review process required for a home occupation. The proposed process set forth below would allow a CFO by right in any legal dwelling unit as long as the operation complies with the conditions based on the requirements of AB1616. The conditions as outlined in the draft BMC Section 17.70.370 C are as follows:

1. The applicant for the cottage food operation permit shall be the individual who conducts the cottage food operation from his or her private dwelling unit and is the owner of the cottage food operation. The permit shall not be transferable to another operator, nor transferable to another site.
2. No greater than one cottage food employee, as defined by California Health and Safety Code Section 113758(b)(1), shall be permitted on the premises of the cottage food operation, not including an immediate family member or household member of the cottage food operator.
3. The cottage food operation shall be registered or permitted by the Solano County Environmental Health Division in accordance with Section 114365 of the California Health and Safety Code. Cottage food operations shall comply with all California Health and Safety Code requirements.
4. The use shall be conducted within the kitchen of the subject dwelling unit except for attached rooms within the dwelling that are used exclusively for storage or bookkeeping. No more than 25 percent of the dwelling or 500 square feet of floor area, whichever is less, may be used for cottage food operations, and it shall not be conducted within an accessory building, except that the Zoning Administrator may grant approval of storage or minor processing operations within a garage or accessory building if the applicant demonstrates: (a) that the kitchen within the residence is not suitable for the type of food to be produced; (b) the activity complies with Health and Safety Code requirements; and (c) no

more than 150 square feet of the garage or accessory building is utilized for the operation. No outdoor storage is permitted.

5. One nameplate sign measuring no more than 2 square feet may be placed on the premises attached to the main building near the business entrance, indicating the property address, name of the business, hours of operation, contact information, and goods provided. The existence of a cottage food operation shall not otherwise be apparent beyond the boundaries of the site.

6. Except for vehicle parking, no outdoor portions of the premises shall be utilized for a cottage food operation including outdoor sales and visitation. No more than one truck, with a maximum capacity of one ton, incidental to the cottage food operation shall be kept on the site. Customer and delivery parking shall not occur by double-parking or blocking of neighboring driveways.

7. The number of parking spaces available to a dwelling unit housing a cottage food operation shall not be reduced to less than the required number of spaces for the dwelling unit. All required parking spaces shall remain available for the purpose of parking vehicles.

8. A cottage food operation shall not create pedestrian, automobile, or truck traffic significantly in excess of the normal amount in the district. Specifically, direct sales of products from the site of the cottage food operation shall be conducted by prior appointment-only, and shall be limited to no more than 2 on-site customers at any given time.

9. Direct sales, cottage food operation related sales and loading activities shall not occur between the hours of 8 p.m. and 7 a.m.

10. The use shall conform to the noise standards prescribed in BMC Chapter 8.20.

11. There shall be no on-site consumption of products other than free, small samples.

12. All cottage food operations shall obtain approval from the Solano County Environmental Health Division prior to operation.

The proposed amendments are shown in the draft ordinance with

strikeout through the text to be removed, and new text underlined.

FURTHER ACTION:

Planning Commission action will be a recommendation to the City Council.

Attachments:

- Exhibit A: AB1616 Frequently Asked Questions
- Draft Resolution
- Draft Ordinance

EXHIBIT A
AB 1616 FREQUENTLY ASKED QUESTIONS



California Conference
of Directors of
Environmental Health

CALIFORNIA HOMEMADE FOOD ACT

FREQUENTLY ASKED QUESTIONS

AB 1616 (GATTO) – COTTAGE FOOD OPERATIONS

1. When does the new law go into effect?

The new law becomes effective January 1, 2013. The law requires the California Department of Public Health to carry out certain tasks associated with implementation, and imposes certain responsibilities on local planning and environmental health jurisdictions. The California Conference of Directors of

Environmental Health (CCDEH) is working with other stakeholders to ensure that the law is implemented in an orderly and effective manner. Further information regarding the status of implementation can be obtained from your local environmental health agency.

Note: The information in this FAQ handout is intended to provide a uniform statewide response to questions posed and will be updated as needed. The questions & answers were evaluated by the CCDEH Ad Hoc AB 1616 Implementation Workgroup. This information should not be construed as a legal interpretation.

AB1616 Chaptered Law: http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_1601-1650/ab_1616_bill_20120921_chaptered.pdf

2. What is a Cottage Food Operation (CFO)?

A CFO is an enterprise at a private home where low-risk food products are prepared or packaged for sale to consumers.

3. What is meant by “private home?”

“Private home” means a dwelling, including an apartment or other leased space, where individuals reside.

4. Are there limitations on the size of CFO’s sales?

- \$35,000 or less in gross sales in 2013
- \$45,000 or less in gross sales in 2014
- \$50,000 or less in gross sales in 2015 and beyond

5. Can a CFO have employees?

A CFO can have one full-time equivalent employee (not counting family members or household members).

6. What cottage food categories are permitted at a CFO?

Only foods that are defined as “non-potentially hazardous” are approved for preparation by CFO’s. These are foods that do not require refrigeration to keep them safe from bacterial growth that could make people sick. The California Department of Public Health will establish and maintain a list of approved cottage food categories on their website and will establish a process by which new foods can be added to the list and other foods can be challenged and removed. The initial list included in the new law includes:

- 1) Baked goods without cream, custard, or meat fillings, such as breads, biscuits, churros, cookies, pastries, and tortillas
- 2) Candy, such as brittle and toffee
- 3) Chocolate-covered nonperishable foods, such as nuts and dried fruit
- 4) Dried fruit
- 5) Dried pasta
- 6) Dry baking mixes
- 7) Fruit pies, fruit empanadas, and fruit tamales
- 8) Granola, cereals, and trail mixes
- 9) Herb blends and dried mole paste
- 10) Honey and sweet sorghum syrup
- 11) Jams, jellies, preserves, and fruit butter that comply with the standard described in Part 150 of Title 21 of the Code of Federal Regulations (These should be fruit products to assure that they are not potentially hazardous).
- 12) Nut mixes and nut butters
- 13) Popcorn
- 14) Vinegar and mustard
- 15) Roasted coffee and dried tea
- 16) Waffle cones and pizzelles

7. What are the two classifications of CFOs?

- Class A CFO’s are only allowed to engage in “direct sale” of cottage food.
- Class B CFO’s may engage in both “direct sale” and “indirect sale” of cottage food.

8. What is meant by “Direct Sale” of cottage food?

“Direct Sale” means a transaction between a CFO operator and a consumer, where the consumer purchases the cottage food product directly from the CFO. Direct sales include, but are not limited to, transactions at holiday bazaars or other temporary events, such as bake sales or food swaps, transactions at farm stands, certified farmers’ markets, or through community-supported agriculture subscriptions, and transactions occurring in person in the cottage food operation.

9. What is meant by “Indirect Sale” of cottage food?

“Indirect Sale” means an interaction between a CFO, a third-party retailer, and a consumer, where the consumer purchases cottage food products made by the CFO from a third-party retailer that holds a valid permit issued by the local environmental health agency in their jurisdiction. Indirect sales include, but are not limited to, sales made to retail shops or to retail food facilities where food may be immediately consumed on the premises.

10. Do I need any special Training or Certification to prepare Cottage foods?

A person who prepares or packages cottage food products must complete a food processor course instructed by the California Department of Public Health within three months of being registered or permitted.

11. Does a CFO need a permit to operate?

- Planning/Zoning:** All CFO’s need to obtain approval from their local city or county planning department. The Homemade Food Act gives planning departments several options to consider, so planning department requirements may vary between jurisdictions.
- Environmental Health:**
 - For “**Class A**” CFO’s (direct sale only), **registration** with the local enforcement agency and submission of a completed “self-certification checklist” approved by the local environmental health agency.
 - For “**Class B**” CFO’s (direct and indirect), a **permit** from the local environmental health agency is required.
- Other Requirements:** Check on other state or local requirements that may be applicable
- Registrations and permits are not transferable between:
 - Persons
 - Locations
 - Type of food sales [i.e., direct sales (Class A) vs. indirect sales (class B)]
 - Type of distribution

12. How much will the registration or permit cost the CFO?

Each local jurisdiction will establish fees that are not to exceed the cost of providing the service. Additional fees may be charged for inspection and/or enforcement activities if the cottage food operation is found to be in violation of California food safety laws on cottage food operations.

13. Will my CFO Registration/Permit allow me to sell at other retail venues?

There may be health permits required to sell at other locations, such as Certified Farmer’s Markets or Swap Meets. Please check with your local enforcement agency for additional permit requirements.

14. How often will a CFO be inspected?

- Class A** CFO kitchens and food storage areas (referenced in the law as the “registered or permitted area”) are not subject to initial or routine inspections.
- Class B** CFO kitchens and food storage areas are inspected initially prior to permit issuance, and then annually after that.
- Class A or B (Other Inspections)** The local environmental health agency may access, for inspection purposes, the registered or permitted area where a cottage food operation is located only if the representative has, on the basis of a consumer complaint, reason to suspect that adulterated or otherwise unsafe food has been produced by the cottage food operation or that the cottage food operation is found to be in violation of California food safety laws on cottage food operations.

15. What are the CFO’s operational requirements

- All CFOs must comply with the following:
 - No domestic activity in kitchen during cottage food preparation
 - No infants, small children, or pets in kitchen during cottage food preparation
 - Kitchen equipment and utensils kept clean and in good repair
 - All food contact surfaces and utensils washed, rinsed, and sanitized before each use
 - All food preparation and storage areas free of rodents and insects
 - No smoking in kitchen area during preparation or processing of cottage food
 - A person with a contagious illness shall refrain from working
 - Proper hand-washing shall be completed prior to any food preparation or packaging
 - Water used in the preparation of cottage food products must be potable. Cottage food preparation activities include:
 - Washing, rinsing, and sanitizing of any equipment used in food preparation.
 - Washing and sanitizing hands and arms.
 - Water used as an ingredient of cottage food.

16. What would be my food labeling requirements?

- All cottage food products must be properly labeled in compliance with the Federal, Food, Drug, and Cosmetic Act (21 U.S.C. Sec. 343 et seq.)The label shall include:
 - The words “Made in a Home Kitchen” in 12-point type
 - The name commonly used for the food product
 - Name of CFO which produced the food product
 - The registration or permit number of the cottage food operation which produced the cottage food product and the name of the local enforcement agency that issued the number
 - Product ingredients in descending order by weight
- In a permitted food facility, cottage food products served without packaging or labeling shall be identified to the customer as homemade on the menu, menu board or other easily accessible location.

DRAFT RESOLUTION

RESOLUTION NO. 13- (PC)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA RECOMMENDING CITY COUNCIL APPROVAL OF A ZONING TEXT AMENDMENT TO INCORPORATE REGULATIONS PERTAINING TO COTTAGE FOOD OPERATIONS PER THE CALIFORNIA HEALTH & SAFETY CODE BY AMENDING SECTION 17.12.030 (DEFINITIONS) OF CHAPTER 17.12 (DEFINITIONS), SECTION 17.24.020 (RS, RM, AND RH DISTRICTS – LAND USE REGULATIONS) OF CHAPTER 17.24 (RESIDENTIAL DISTRICTS), AND SECTION 17.70.070 (HOME OCCUPATIONS IN R DISTRICTS) OF CHAPTER 17.70 (SITE REGULATIONS), AND ADDING SECTION 17.70.370 (COTTAGE FOOD OPERATIONS) TO CHAPTER 17.70 (SITE REGULATIONS), ALL OF TITLE 17 (ZONING) OF THE BENICIA MUNICIPAL CODE

WHEREAS, this Zoning Ordinance amendment would implement the requirements of State laws AB 1616 (cottage food operations) and AB 2297 (California retail food code) to allow cottage food operations within residences under specific circumstances, and is intended to adopt reasonable standards allowed by State law to provide that cottage food operations within residences do not create unreasonable impacts or endanger public health, safety or welfare; and

WHEREAS, the City's economic development goal as stated in the General Plan Goal 2.5, is to facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life; and

WHEREAS, the Planning Commission at a regular meeting on April 11, 2013, conducted a hearing, heard public comment and reviewed the proposed draft cottage food operations ordinance and found it to be consistent with the City's General Plan and existing Zoning Ordinance regulations; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Benicia hereby recommends the City Council approve by Ordinance, a zoning text amendment to incorporate the regulations pertaining to cottage food operations.

BE IT FURTHER RESOLVED THAT the Planning Commission of the City of Benicia finds that:

- a) The proposed ordinance would not have a significant effect on the environment and is exempt from the California

Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1 - Existing Facilities, Section 15305, Class 5 - Minor Alteration in Land Use Limitations, and by the General Rule, Section 15061(b)(3) that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This proposed zoning ordinance text amendment would establish an administrative permitting process for cottage food operations to be conducted within a portion of an existing dwelling unit as an accessory use to the residence involving negligible or no expansion of the dwelling. The use of a residence for a cottage food operation does not constitute a change of occupancy.

- b) The proposed zoning text amendment is consistent with all the applicable objectives and provisions of Title 17 of the Benicia Municipal Code and the Downtown Mixed Use Master Plan; and
- c) The proposed text amendment is consistent General Plan Goal 2.5, to facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life

* * * *

On a motion of Commissioner _____, seconded by Commissioner _____, the above Resolution was adopted by the Planning Commission of the City of Benicia at the regular meeting of said Commission held on the 11TH day of April, 2013, and adopted by the following vote:

Ayes

Noes:

Absent:

Abstain:

Rod Sherry
Planning Commission Chair

DRAFT ORDINANCE

CITY OF BENICIA

ORDINANCE NO. 13-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING SECTION 17.12.030 (DEFINITIONS) OF CHAPTER 17.12 (DEFINITIONS), SECTION 17.24.020 (RS, RM, AND RH DISTRICTS – LAND USE REGULATIONS) OF CHAPTER 17.24 (RESIDENTIAL DISTRICTS), AND SECTION 17.70.070 (HOME OCCUPATIONS IN R DISTRICTS) OF CHAPTER 17.70 (SITE REGULATIONS), AND ADDING SECTION 17.70.370 (COTTAGE FOOD OPERATIONS) TO CHAPTER 17.70 (SITE REGULATIONS), ALL OF TITLE 17 (ZONING) OF THE BENICIA MUNICIPAL CODE TO UPDATE REGULATIONS PERTAINING TO COTTAGE FOOD OPERATIONS PER SECTION 113758 OF THE CALIFORNIA HEALTH & SAFETY CODE

Section 1.

Section 17.12.030 (Definitions) of Chapter 17.12 (Definitions) of Title 17 (Zoning) shall be amended to add as follows:

“Cottage food operations” means an enterprise within a dwelling unit where cottage food products are prepared or packaged for direct and/or indirect sale to consumers pursuant to California Health & Safety Code Section 113758.

Section 2.

The definition of Home Occupations of Section 17.12.030 (Definitions) of Chapter 17.12 (Definitions) of Title 17 (Zoning) shall be amended to read as follows:

Home occupations" means occupations conducted in a dwelling unit, garage, or accessory building ~~in a residential district~~ that are incidental to the principal residential use of the lot or site. It does not include cottage food operations defined separately herein.

Section 3.

Section 17.24.020 (RS, RM, and RH districts – Land use regulations.) of Chapter 17.24 (Residential Districts) of Title 17 (Zoning) is amended to add cottage food operations to note G as follows:

17.24.020 RS, RM, and RH districts – Land use regulations.

RS, RM, and RH Districts: Land Use Regulations

- P – Permitted
- U – Use Permit
- L – Limited (See “Additional Use Regulations”)
- – Not Permitted

	RS	RM	RH	Additional Regulations
Accessory Uses	P/U	P/U	P/U	(A)(G)(H)(I)(J)(K)

(G) See BMC 17.70.370 Cottage food operations and BMC 17.70.070, Home occupations in R districts.

Section 4.

Section 17.70.070 (Home Occupations) of Chapter 17.70 (Site Regulations of Title 17 (Zoning) is amended to read as follows:

17.70.070 Home occupations in ~~R~~ districts.

A. Permit Required. A home occupation in a dwelling unit, garage or accessory building in ~~R~~ district shall require a home occupation permit obtained by filing a completed application form with the community development director. The community development director shall issue the permit upon determining that the proposed home occupation complies with the requirements of this section.

Section 5.

Section 17.70.370 (Cottage Food Operations) of Chapter 17.70 (Site Regulations) of Title 17 (Zoning) is added to read as follows:

17.70.370 Cottage food operations

A. Permit Required. A cottage food operation in a dwelling unit shall require a cottage food operations permit obtained by filing a completed application form with the community development director. The community development director shall issue the permit upon determining that the proposed cottage food operation complies with the requirements of this section.

B. Contents of Application. An application for a cottage food operations permit shall contain:

1. The name, address, and telephone number of the applicant;
2. A complete description of the proposed cottage food operation, including the type of food to be prepared, number and occupation of

persons employed (paid or unpaid), amount of floor space occupied, provisions for storage of materials, and number and type of vehicles used.

3. A copy of the submitted application and/or issued permit from the Solano County Environmental Health Division for operation of the subject cottage food operation.

C. Required Conditions. Cottage food operations shall comply with the following regulations:

1. The applicant for the cottage food operation permit shall be the individual who conducts the cottage food operation from his or her dwelling unit and is the owner of the cottage food operation. The permit shall not be transferable to another operator, nor transferable to another site.

2. No more than one cottage food employee, as defined by California Health and Safety Code Section 113758(b)(1), shall be permitted, not including an immediate family member or household member of the cottage food operator.

3. The cottage food operation shall be registered or permitted by the Solano County Environmental Health Division in accordance with Section 114365 of the California Health and Safety Code. Cottage food operations shall comply with all California Health and Safety Code requirements.

4. The use shall be conducted within the kitchen of the subject dwelling unit except for attached rooms within the dwelling that are used exclusively for storage or bookkeeping. No more than 25 percent of the dwelling or 500 square feet of floor area, whichever is less, may be used for the cottage food operation, and it shall not be conducted within an accessory building, excepting that the Zoning Administrator may grant approval of storage or minor processing operations within a garage or accessory building if the applicant demonstrates that the kitchen within the residence is not suitable for the type of food to be produced; the activity complies with Health and Safety Code requirements; and no more than 150 square feet of the garage or accessory building is utilized for the operation. No outdoor storage is permitted.

5. One nameplate sign measuring no more than 2 square feet may be placed on the premises attached to the main building near the business entrance, indicating the property address, name of the business, hours of

operation, contact information, and goods provided. The existence of a cottage food operation shall not otherwise be apparent beyond the boundaries of the site

6. Except for vehicle parking, no outdoor portions of the premises shall be utilized for cottage food operation including outdoor sales and visitation. No more than one truck, with a maximum capacity of one ton, incidental to the cottage food operation shall be kept on the site. Customer and delivery parking shall not occur by double-parking or blocking of neighboring driveways.

7. The number of parking spaces available to a dwelling unit housing a cottage food operation shall not be reduced to less than the required number of spaces for the dwelling unit. All required parking spaces shall remain available for the purpose of parking vehicles.

8. A cottage food operation shall not create pedestrian, automobile, or truck traffic significantly in excess of the normal amount in the district. Specifically, direct sales of products from the site of the cottage food operation shall be conducted by prior appointment-only, and shall be limited to no more than 2 on-site customers at any given time.

9. Direct sales, cottage food operation related sales and loading activities shall not occur between the hours of 8 p.m. and 7 a.m.

10. The use shall conform to the noise standards prescribed in BMC Chapter 8.20.

11. There shall be no on-site consumption of products other than free, small samples.

D. No more than one cottage food operation per dwelling unit is allowed.

E. The permit for a cottage food operation that is not operated in compliance with these regulations shall be revoked by the community development director after 30 days' written notice unless the cottage food operation is altered to comply.

Section 6.

Severability. If any section, subsection, phrase or clause of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrase or clauses be declared unconstitutional on their face or as applied.

* * * *

On motion of Council Member _____, seconded by Council Member _____, the ordinance was introduced at a regular meeting of the City Council on the _____ day of _____, 2013, and adopted at a regular meeting of the City Council held on the _____, 2013, by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

**AGENDA ITEM
PLANNING COMMISSION MEETING
APRIL 11, 2013
REGULAR AGENDA ITEMS**

DATE : March 20, 2013

TO : Planning Commission

FROM : Amy Million, Principal Planner

SUBJECT : **GENERAL PLAN ANNUAL PROGRESS REPORT TO THE STATE OF CALIFORNIA**

RECOMMENDATION:

Receive and file the 2012 General Plan Annual Progress Report for final acceptance by the City Council.

EXECUTIVE SUMMARY:

The City of Benicia's General Plan was adopted on June 15, 1999. California Government Code Section 65400 requires that cities submit an annual report of the status of their General Plan and progress in its implementation to the Governor's Office of Planning and Research and Department of Housing and Community Development. Prior to submittal to the State, the annual report must be presented to the City Council for review and acceptance. Given the Planning Commission's duty, right, and power to implement the General Plan, Staff is bringing this Annual Report to the Planning Commission for review and recommendation for final acceptance by the City Council.

BUDGET INFORMATION:

There are no budgetary impacts associated with this report.

ENVIRONMENTAL ANALYSIS:

Implementation activities of the General Plan were addressed in the Final Environmental Impact Report (State Clearinghouse #97122023) to the General Plan, which was certified and adopted on June 15, 1999.

SUMMARY:

The General Plan Annual Progress Report includes a list of all the General Plan's Goals, Policies and Programs organized by section. Each year, Planning Staff works with all City departments on a comprehensive update to the report. In order to provide the Planning Commission and City Council with a list of the

implementation updates specific to 2012, a separate summary of only the updates is included. Please refer to Appendix A: Summary of Implementation Changes, General Plan Implementation Report; January 1- December 31, 2012. The complete list of all General Plan programs is included as Appendix B.

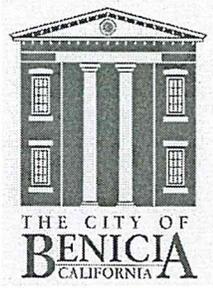
In addition, a copy of the Housing Element's implementation report and the current Strategic Plan are also included. In 2012, the City's 1999-2006 Housing Element was updated to the 2007-2014 Housing Element. The programs from the 2007-2014 Housing Element are reflected in this year's implementation report.

FURTHER ACTION:

With comments from the Planning Commission, a copy of the report will be sent to City Council for their acceptance, with their comments incorporated therein, and subsequently forwarded to the State.

Attachments:

- City of Benicia General Plan Annual Progress Report for 2012, including
 - Appendix A: Summary of Implementation Changes, General Plan Implementation Report; January 1 – December 31, 2012,
 - Appendix B: General Plan Implementation Report
 - Appendix C: Housing Element Implementation Report
 - Appendix D: City Council Strategic Plan, Fiscal Years 2011 – 2013



City of Benicia

General Plan Annual Progress Report, Including Annual Housing Element Progress Report for 2012

**Prepared by the Community Development
Department, Planning Division**

April 2013

Introduction

This review provides the Planning Commission and City Council with an annual progress report (APR) of General Plan accomplishments, which has been done since its adoption in June 1999. The General Plan is a comprehensive, long-term plan to guide the future of the City between 1999 and 2019 and covers the following elements: land use, circulation, housing, conservation, open space, safety, and noise. The plan includes goals, which spell out what the City wants to accomplish, and policies that guide day-to-day decisions to bring the City closer to achieving its goals, and programs that specify actions the City will take to implement the General Plan. This report includes General Plan accomplishments from January 1, 2012 through December 31, 2012.

Review and Acceptance by Local Legislative Body

The State of California Governor's Office of Planning and Research and the State Department of Housing and Community Development will also receive a copy of Benicia's General Plan progress report, but not until it is reviewed and accepted by Benicia's City Council. The City Council can accept this on consent, or as a discussion item.

Performance Measures

The Planning Division has measured implementation of the General Plan by describing the state of each program as follows:

PRIORITY	
1	Currently Budgeted
2	Request for future funding
3	Not Budgeted
C	Completed
O	Ongoing
PC	Partially Completed

Appendix A contains a listing of all the Goals, Policies, and Programs in the General Plan, organized by section. The first column is color coded by section; the second column shows the reference number; the third column explains whether the statement is a goal, policy, or program; the fourth column provides the corresponding goal/policy/program statement; the fifth column describes the state of each program; the sixth column describes the status; and, the seventh column lists which department or division is responsible for carrying out the program tasks. An outline of Appendix A is shown on the following page.

General Plan Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management						
Economic Development						
Industrial Development						
Port Development						
Historic Arsenal						
Downtown						
Other Commercial Development						
Circulation						
Public & Quasi Public						
Parks and Recreation						
Schools						
Water						
Recycling						
Utilities						
Historic Preservation						
Archaeology						
Cultural						
Art						
Visual Character						
Regional/Sub-regional Open Space & Trails						
Biotic Resources						
Water						
Mineral Resources						
Energy						
Healthy Community						
Hazards						
Noise						

Housing Element Reporting

The State Department of Housing and Community Development has standardized forms for addressing the Housing Element portion of this Annual Progress Report, which is contained in Appendix B.

Consistency with the State Office of Planning & Research General Plan Guidelines

The City of Benicia’s General Plan contains four chapters and fifteen subsections

and is organized by a framework of goals, policies, and programs. The Housing Element is separated from the General Plan as an individual document (Appendix B), due to more frequent, state mandated updates.

CHAPTER	SUBSECTION	CONSISTENT WITH STATE GUIDELINES	STATE MANDATED ELEMENT
1. Introduction	What is the General Plan?	Yes	N/A
	Regional Setting	Yes	
	The Planning Area	Yes	
2. Community Development and Sustainability	Land Use and Growth Management	Yes (includes Sustainable Development and Environmental Justice)	Land Use Circulation Conservation Open Space
	Economic Development	Yes (optional element)	
	Circulation	Yes	
	Community Services	Yes	
3. Community Identity	Historic Resources	Yes (optional element, Community Design)	Land Use Conservation Open Space
	Cultural Resources	Yes, (optional element, Capital Improvements, Public Facilities)	
	Visual Character	Yes, optional element (Community Design)	
	Open Space and Conservation of Resources	Yes	
4. Community Health and Safety	Healthy Community	N/A	Land Use Circulation Conservation Safety Noise
	Hazards to the Community	Yes	
	Responses to Hazards	Yes	
	Noise	Yes	

Last Update to the General Plan

The last comprehensive update to Benicia's General Plan was done in 1999. General Plan Guidelines prepared by the State Office of Planning and Research recommend that General Plans are updated regularly and "revised as new information becomes available and as community needs and values change." The City has not significantly changed its primary goal of maintaining Benicia as a small town city; the Goals of the General Plan are still applicable and a comprehensive update is not warranted. The exception of course is the Housing Element, which requires periodic review, evaluation, and revision.

Last year, the City completed the update to the 2007-2014 Housing Element and received certification by the State Department of Housing and Community Development (HCD). The process began in 2008 with a series of public workshops. In October 2009, HCD directed the City to conduct further analyses for 16 subject areas of the Draft Housing Element. These detailed analyses were completed and submitted to the State for review over the next three years. On September 14, 2012, HCD confirmed that the analyses and resulting revisions fully address statutory requirements.

Priorities Established by Council

The City of Benicia's Strategic Plan, which is reviewed and approved by the City Council, is prepared every two years in concert with the City's budget cycle.

"The Strategic Plan differs from the City's General Plan in that the General Plan reflects the City's long-range vision. The Strategic Plan is a plan for the next two [to] five years that will help the City accomplish the goals of the General Plan with shorter term strategies and actions." (Strategic Plan p. 2)

The current Strategic Plan covers the period from July 1, 2011 through June 30, 2013. Appendix C contains the City's two-year priorities as presented in the current Strategic Plan. Economic Development and fiscal efficiency are the focus of the Plan's top five priorities.

Policy Amendments

There have been no General Plan policy amendments made during January 1, 2012 through December 31, 2012.

Projects (planning activities, general plan amendments, major development applications)

In 2012, the Planning Division processed 22 Design Review applications, 10 Use Permit applications, 1 Variance request, and 1 Parcel Merger. No major development applications were acted on last year.

Interagency and Intergovernmental Coordination

The Planning Division continues to be involved in regional planning activities, which for 2012 included: coordination with the San Francisco Bay Area Conservation and Development Commission (BCDC) on construction activities along the waterfront and implementation of the bay trail system; Tri Cities and County Collaborative Planning Group, aka Solano Open Space (a joint powers authority between the cities of Benicia, Fairfield, Vallejo and Solano County for the preservation of open space); collaboration with the Association of Bay Area Governments (ABAG) for the development of a Sustainable Communities

Strategy and obtaining designation of an Employment Investment Priority Development Area within the Industrial Park.

Comments from Boards, Commission on General Plan Implementation

On April 11, 2013 the Planning Commission will review the General Plan Annual Progress Report for 2012. Comments will be incorporated into the final draft.

On May 7, 2013 the City Council is scheduled to review the General Plan Annual Progress Report for 2012. Comments will be incorporated into the final draft for submittal to the Governor's Office of Planning and Research.

Review of Grant Administration for Land Use Planning Activities

The Planning Division continues to apply for grants when opportunities for work programs arise. The City monitors its Housing Rehabilitation Loan Program, originally conceived through a Community Development Block Grant. In order to be more competitive for future funding, the City has applied for and received a Priority Development Area Designation (PDA) for its downtown, and for an Employment Investment Center based PDA for its industrial park. These designations awarded by ABAG make Benicia eligible and more competitive when future funding opportunities arise.

Technological Review, GIS and Website

The Planning Division tracks permit activity with Accela Automation, provides basic Geographical Information Systems (GIS) analysis through the County of Solano's GIS shared interface, updates its website as necessary with pertinent information including planning application forms and guidelines, historic property information, and plans and maps. This year, the City plans to launch a new Sustainable Benicia website in collaboration with the Community Sustainability Commission highlighting Benicia's efforts to implement the Climate Action Plan.

**Appendix A: Summary of Implementation Changes
General Plan Implementation Report; January 1 – December 31, 2012,**

Appendix B: General Plan Implementation Report

Appendix C: Housing Element Implementation Report

Appendix D: City Council Strategic Plan, Fiscal Years 2011 – 2013

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Citywide Econ. Development	2.5.D	Program	Continue to offer incentives for locating in Benicia to businesses that maximize jobs or long-term net revenues to the City of Benicia, or both.	3/O	Types of incentives the City may offer include sales tax rebates or deferrals and/or fee deferrals; case-by-case basis (no budget allocation). City is implementing a Business Resource Incentive Program which is an incentive program for businesses in the industrial park to reduce energy costs.	City Manager's Office Economic Development Division
	2.5.H	Program	Develop an "economic development web page" for Benicia with pertinent economic and demographic information, and profiles of key development sites and vacant buildings available for new businesses.	PC/O	See www.BeniciaBusiness.com . A new website will be created and is planned for launch in June 2013.	City Manager's Office Economic Development Division
	2.5.J	Program	Expand the City's economic development strategy to address the potential for eco-tourism (e.g., related to marshlands), recreation, artists, cultural, and historic elements. Conduct a study of the relative merits and strengths of each of these assets in Benicia.	PC/O	In March 2012, the City adopted the Business Development Action Plan, which updates the ED Strategy and focuses on economic recovery from the Great Recession. Focus of City resources should be on the Industrial Park. No eco-tourism focus to date.	City Manager's Office Economic Development Division
	2.12.B	Program	Work to attract economically viable businesses that will create night-life Downtown such as restaurants, cafes, movie theaters, and other entertainment uses.	O	The City of Benicia Office of Economic Development in partnership with the Downtown Business Alliance, is working to enhance the First Street Experience, most notably with the installation of 175,000 decorative tree lights (Dec. 2012).	City Manager's Office; Office of Economic Development

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.D	Program	Develop public/private partnerships to implement financing mechanisms such as a Business Improvement District to fund capital improvements and repairs to Downtown.	O	Downtown merchants formulated a Business Improvement District (November 2012). The non-profit Downtown Business Alliance is in the process of being formed to administer the BID.	City Manager's Office; Office of Economic Development
	2.12.E	Program	Retain a permanent Main Street Program.	O/2	The current budget allocates \$117,000 annually toward the Main Street Program.	City Manager's Office; Office of Economic Development
	2.12.L	Program	Use the Urban Waterfront Restoration Plan to guide the planning and development of public waterfront improvements; when siting private development; and when designing public access between commercial uses and the waterfront.	O/2	The prior Urban Waterfront Restoration Plan was overridden by Measure C in 2005 with the rezone from a Waterfront Commercial to Open Space Zoning District. Recently, the City received a grant from the Coastal Conservancy to develop a new Waterfront Plan for the area which is currently in process.	Community Development Planning Division and Parks & Community Services Dept.
	2.12.R	Program	Continue to support promotional maps for visitors that identify locations of restaurants, services, specialty retail, recreational, and other facilities that cater to visitors and tourists.	2/O	The City continues to make available information on many attractions and collaborates with Benicia Main Street to further this endeavor. Directional signage was installed in 2009. Staff and Benicia Main Street released a walking brochure and map, noting visitor attractions in June 2012.	City Manager's Office; Office of Economic Development
Circulation	2.24.A	Program	Investigate establishment of Industrial Park bus service.	C/O	With the passing of the Global Warming Solutions Act AB32, staff continues to seek grant funding opportunities for intermodal projects for the Industrial Park.	Public Works Engineering Division and Community Development Planning Division

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.33.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	O	Staff continues discussions with State Parks staff in finding a collaborative solution to keep the State Recreation Area open beyond the two year moratorium (2014). Staff is also working with the newly established Solano County regional group in providing possible options.	Parks & Community Services Dept.
	2.33.D	Program	Work with the State to assure that the Capitol maintains maximum opening hours for public enjoyment and use.	O	City entered into a maintenance agreement to maintain the Capitol grounds. Benicia State Parks Association signed a donor agreement to operate the Capitol and Fisher Hanlon House.	Parks & Community Services Dept.
Historic Preservation	3.1.D	Program	Continue to work and cooperate with the Benicia Historical Society on historic preservation issues.	O	Staff regularly coordinates and continues involvement with and from the Historical Society. In 2012, the Historic Society was invited to participate with the Historic Preservation Review Commission in celebration of National Preservation Month at the Farmer's Market and the Commission's 'Meet & Greet'.	Community Development Planning Division and Parks & Community Services Dept.
Culture	3.3.E	Program	Develop promotional materials that increase community awareness of the Camel Barn museum.	O	Promotional materials for the Historical Museum at the Camel Barns are included with other materials for arts and culture organizations at the Library and are also available through the Economic Development Department.	Library Dept. & City Manager's Office; Office of Economic Development

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Art	3.6.B	Program	Encourage expansion of art retailing on First Street.	PC/3	The City contracts with Benicia Main Street to provide business attraction/retention downtown, although art galleries are not specifically identified as a target. In Addition the City has created the Art Walk event which promotes Benicia Artists downtown on the second Saturday each month.	City Manager's Office; Office of Economic Development
	3.6.C	Program	Work with developers and builders to incorporate public art into projects, where applicable.	O/3	The potential for public art is evaluated in concert with development applications. A Public Art Policy was approved by Council in 2012. There is currently no budget to create a comprehensive master plan and funding mechanism.	Community Development Planning Division and Library Dept.
Visual Character	3.8.A	Program	Develop urban design improvements to unify Solano Square with City Park and the Civic Center.	C	In 2012 construction of improvements to the intersection of First Street and Military began (and were completed in early 2013); including enhanced crossings to Solano Square, installation of new sidewalk along driveway entrance to Solano Square and new bus stops. In addition, Solano Square is part of Benicia's Downtown Priority Development Area, which makes the area eligible and more competitive to receive grants for future planning endeavors.	Community Development Planning Division and Public Works Engineering Division
	3.9.B	Program	Investigate and apply for State Scenic highway designation of Interstate Highways I-780 and I-680.	C	I-680 and I-780 are not eligible to be designated as a State Scenic Highway under the current Caltrans criteria. However, I-780 has been designated a "Landscape Freeway."	Public Works Engineering Division

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	3.9.C	Program	Develop a sign enforcement program along the freeways.	3	Not part of the current work program. The Sign Ordinance is enforced through complaints. The Sign Ordinance is undergoing an update and will be complete during 2013/2014.	Community Development Planning Division and City Attorney's Office

General Plan Implementation Report; January 1 - December 31, 2012

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.1	Goal	Preserve Benicia as a small-sized city.			
	2.1.1	Policy	Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage, and to the extent possible, contributes to the applicable quality of life factors			
	2.1.A	Program	Adopt development guidelines that retain the scale and character of the city, preserve public view corridors, and reflect the subdivision and development patterns within existing neighborhoods.	PC	Prior to the adoption of the 1999 General Plan, Benicia adopted the following: Downtown Historic Conservation Plan (1990), Arsenal Historic Conservation Plan (1993), and the Industrial Design Guidelines (1989). In 2007 the City adopted the Downtown Mixed Use Master Plan, which set forth new zoning districts and development standards. Updates or new plans are not part of the current work program.	Community Development Planning Division
	2.1.2	Policy	Make efficient use of land in new development areas consistent with the surrounding neighborhood.			
	2.1.3	Policy	Maintain a visual and physical separation from the cities of Fairfield and Vallejo.			
	2.1.4	Policy	Strive to preserve significant areas of vegetation and open space when approving development projects.			
	2.1.5	Policy	An Urban Growth Boundary is established as shown on the General Plan Land Use Diagram in order to separate the City's urban area from its surrounding greenbelt of open lands and to maintain lands near Lake Herman and north of Lake Herman Road in permanent agriculture/open space use. No urban development is allowed beyond the Urban Growth Boundary. "Urban development" shall mean development requiring one or more basic municipal services including, but not limited to, water service, sewer, improved storm drainage facilities, fire hydrants and other physical			
	2.1.6	Policy	No urban development beyond the Urban Growth Boundary shall be served by City water and/or sewer services.			
	2.1.7	Policy	The City shall promote compact urban development within the UGB and shall encourage development of public, semi-public, active recreational, and all other uses deemed desirable for the community inside the UGB.			
	2.1.8	Policy	Prior to December 31, 2023, the Urban Growth Boundary designated on the Land Use Diagram, this policy, Policies 2.1.5, 2.1.6, and 2.1.7 and the definition of Urban Growth Boundary in the Glossary, may be amended only by a vote of			
	2.2	Goal	Maintain lands near Lake Herman and north of Lake Herman Road in permanent agriculture/open space use.			
2.2.1	Policy	Protect and maintain agricultural and rural land uses, hillsides, two-lane curving roads, watershed, riparian corridors and upland grasslands.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.2.2	Policy	Avoid health risks associated with the inactive IT Panoche Hazardous Waste Facility and land use conflicts with the Syar Quarry.			
	2.2.A	Program	Initiate a variety of planning, regulatory, and financial measures to ensure permanent protection of agricultural and open space uses near Lake Herman and north of Lake Herman Road.	O	The Sky Valley Open Space Committee was established in 2004 to protect agricultural uses and the watershed north of Lake Herman Road through conservation easements and land acquisition. In 2010/2011 the CA Rangeland Trust assisted the city in pursuing conservation easements. To date, no property was put into conservation easements.	Community Development Planning Division
	2.2.B	Program	Acquire property, development rights, or easements to preserve open space.	O	At this time, property owners not interested in obtaining conservation easements and no financial resources for open space acquisition.	Community Development Planning Division
	2.2.C	Program	Evaluate incorporating the Northern Area into the Tri-City and County Open Space Area.	O/3	Both Sky Valley Committee and Tri City and County Cooperative Planning Group have had some discussion about this possibility. Requires an amendment to the Joint Powers Agreement between the Cities of Benicia, Fairfield, Vallejo and Solano County.	Community Development Planning Division
	2.3	Goal	Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan.			
	2.3.1	Policy	Require a Master Plan for new industrial and business park developments on properties under common or single ownership which aggregate to more than 40 acres. (Properties include: Seeno, Valero undeveloped area, Pine Lake north of I-780, Port - south, Port - north.)			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.3.A	Program	Ensure adequate funding is available for the long-term maintenance of undeveloped areas preserved when approving land divisions.	O	Staff routinely evaluates as part of a development application.	Community Development Planning Division and Parks & Community Services Dept.
	2.3.2	Policy	Support land divisions where existing buildings with historic or architectural significance are retained and/or improved rather than demolished.			
	2.4	Goal	Ensure that development pays its own way.			
	2.4.1	Policy	Ensure any new development to be fiscally and financially sound and pay its own way with respect to City and School District capital improvements.			
	2.4.A	Program	Monitor development to ensure it does not overburden the City's infrastructure.	O	Evaluated during development review and approval process. Storm water impact fees and developer agreements are currently under evaluation.	Public Works Engineering Division
Citywide Econ. Development	2.5	Goal	Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.			
	2.5.1	Policy	Diversify the mix of economic development programs in the city to include new programs that address Downtown revitalization, tourism, waterfront development, and clusters of related businesses.			
	2.5.A	Program	Consider developing a labor force database as part of the Business Attraction, Expansion, and Retention Program which includes information on labor force costs by occupation and industry sector, turnover rates, productivity, reliability, and other factors. <u>Maintain and update the database annually.</u>	3/O	In conjunction with Solano Economic Development Corporation and Solano Workforce Investment Board	City Manager's Office Economic Development Division
	2.5.B	Program	Target business attraction efforts toward firms that pay high wages and with jobs that relate to the skills and education levels of Benicia residents.	O	A database is maintained in conjunction with Solano Economic Development Corporation.	City Manager's Office Economic Development Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Citywide Econ. Development	2.5.C	Program	Evaluate future uses on a cost/revenue basis, taking into account economic diversity for the long term and environmental and community costs and benefits.	O	This occurs with each substantial development or business application submitted to the City.	City Manager's Office Economic Development Division
	2.5.D	Program	Continue to offer incentives for locating in Benicia to businesses that maximize jobs or long-term net revenues to the City of Benicia, or both.	3/O	Types of incentives the City may offer include sales tax rebates or deferrals and/or fee deferrals; case-by-case basis (no budget allocation). City is implementing a Business Resource Incentive Program which is an incentive program for businesses in the industrial park to reduce energy costs.	City Manager's Office Economic Development Division
	2.5.E	Program	Develop business incentives that can be used to attract new businesses (e.g., fee deferral program, use of public financing when appropriate) and performance criteria to ensure that benefits are generated in line with incentives provided.	O	The type of incentive is addressed on a case-by-case basis.	City Manager's Office Economic Development Division
	2.5.F	Program	Continue to maintain and update an economic development strategy which focuses on both the acquisition of new businesses and retention of existing businesses.	O	The Economic Development Board and City Council adopted an Economic Development Strategy in 2007. This was updated in 2012 by the Economic Development Board and City Council with the adoption of the Business Action Development Plan (March 2012).	City Manager's Office Economic Development Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Citywide Econ. Development	2.5.G	Program	Continue to implement the programs and actions proposed in the City's latest Economic Development Strategy.	O	Ongoing.	City Manager's Office Economic Development Division
	2.5.H	Program	Develop an "economic development web page" for Benicia with pertinent economic and demographic information, and profiles of key development sites and vacant buildings available for new businesses.	PC/O	See www.BeniciaBusiness.com. A new website will be created and is planned for launch in June 2013.	City Manager's Office Economic Development Division
	2.5.I	Program	Conduct a bi-annual review of fee burdens for key land uses in Benicia and competing jurisdictions in the region to ensure that Benicia's fees are sufficient and competitive and do not create a deterrent to beneficial development.	1	A fee study is done every year in June. A focused evaluation of Planning and Building Divisions' fees was completed September 2005. The proposed changes resulting from the study were adopted by City Council in November 2005. In 2009, the Council reduced Design Review fees for properties in the Historic Overlay Districts.	Community Development Dept. and Finance Dept.
	2.5.J	Program	Expand the City's economic development strategy to address the potential for eco-tourism (e.g., related to marshlands), recreation, artists, cultural, and historic elements. Conduct a study of the relative merits and strengths of each of these assets in Benicia.	PC/O	Tourism is a key component of the new Economic Development (ED) Strategy; a marketing consultant was retained in October 2009 to begin promoting the City's assets more fully. In March 2012, the City adopted the Business Development Action Plan, which updates the ED Strategy and focuses on economic recovery from the Great Recession. Focus of City resources should be on the Industrial Park. No eco-tourism focus to date.	City Manager's Office Economic Development Division
2.6	Goal	Attract and retain a balance of different kinds of industrial uses to Benicia.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Industrial Development	2.6.1	Policy	Preserve industrial land for industrial purposes and certain compatible "service commercial" and ancillary on-site retail			
	2.6.2	Policy	Other land uses should not adversely affect existing industrial and commercial land uses.			
	2.6.A	Program	Where General Plan amendments propose to convert industrial land to non-industrial or non-commercial uses, require the preparation of a fiscal and economic impact analysis to ensure that the conversion does not adversely affect the city's long-term economic development, or the economic vitality of existing industrial/commercial uses.	O	This would be required at the time of a development application or through a city-initiated amendment to the General Plan. No current amendments are proposed at this time, except for those contained in the Draft Lower Arsenal Specific Plan, which has not yet been adopted by the City Council.	Community Development Planning Division
	2.6.B	Program	Develop criteria for evaluating whether a proposed nonindustrial/non-commercial use would impact the viability of existing industrial/commercial uses. Use the criteria to evaluate non-industrial and non-commercial projects proposed in the Industrial Park.	C	The Zoning Ordinance sets forth four specific criteria that must be met in order to grant a Use Permit or Variance in the Industrial Zones. (BMC 17.32.020, Note "L").	Community Development Planning Division
	2.6.3	Policy	Facilitate continued development of the Industrial Park. Especially encourage general industrial uses to locate in the basin northeast of Downtown (around Industrial Way between East Second and the freeway).			
	2.6.C	Program	For lands designated limited industrial, reduce the length of time and number of steps required for development proposals to proceed, consistent with CEQA, community development policies and ordinances, and the design review process for general industrial lands.	2/O	Staff is preparing a list of potential zoning text amendments for the Industrial Zoning Districts in order to achieve greater economic development and revitalization in the city's primary employment areas. These amendments are being developed in conjunction with Benicia Industrial Park Association (BIPA) and the Chamber of Commerce.	Community Development Planning Division
	2.6.4	Policy	Link any expansion of Industrial land use to the provision of infrastructure and public services that are to be developed and in place prior to the expansion.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Industrial Development	2.6.D	Program	Continue to update the overall capital improvements program and infrastructure financing plan for the Industrial Park and other major industrial areas.	O	Update is conducted as a regular part of the Capital Improvement Program process.	Public Works Engineering Division
	2.6.E	Program	Develop Industrial Park infrastructure and public services standards, as approved by the City Council. (See also Program 2.28.A.)	PC	Street patching of selected streets completed and the Industrial Way project has been included in budget requests.	Public Works Engineering Division
	2.6.5	Policy	Establish and maintain a land buffer between industrial/commercial uses and existing and future residential uses for reasons of health, safety, and quality of life.			
	2.6.F	Program	Use topography, landscaping, and distance as a buffer between Industrial Park uses and residential uses.	PC/O	The General Plan Land Use Diagram indicates a 200-foot buffer, in the form of Open Space Zoning, between lands owned by Valero and adjacent residential uses. The buffer extends from East 2nd above Tenny Drive, to the north past Rose Drive and north of the industrial area along West Channel Road. The City continues to pay close consideration to the mix of uses in the Industrial Park, both in terms of buffers and compatibility; e.g. General Plan, pg. 33, Policy 2.1.1 aims to ensure that new development is compatible with existing (compatible = capable of existing without detrimental effects).	Community Development Planning Division
	2.7	Goal	Attract and retain industrial facilities that provide fiscal and economic benefits to - and meet the present and future needs of - Benicia.			
	2.7.1	Policy	Attempt to attract high-wage and high-revenue producing companies to Benicia.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.7.A	Program	Conduct a study of the City's competitiveness for high-wage businesses. Based on the results, determine which types of high-wage businesses could realistically be attracted to Benicia and develop an appropriate business attraction strategy.	C	The industrial/office market and the jobs-workers imbalance are part of the Economic Development Strategy.	City Manager's Office Economic Development Division
Port Development	2.8	Goal	Maintain the viability of the Port now and in the future to benefit the City of Benicia.			
	2.8.1.	Policy	Avoid encroachment by future incompatible uses, and where possible, reduce encroachment from existing incompatible uses, in concert with Policy 2.11.1.			
	2.8.A	Program	Ensure that definitions of "water-related industrial" and "waterfront" land uses are consistent with "water dependent" uses as defined in the Seaport Plan.	C	The San Francisco Bay Area Seaport Plan (prepared in partnership by the Bay Conservation and Development Commission and the Metropolitan Transportation Commission) was adopted in 1996, and last amended in January 2012. The Plan designates the Port of Benicia as an active 3-berth "marine terminal". This use and associated ancillary uses such as ship repair, supportive ground transportation, marine related services, and trucking and railroad yards are permitted uses in Benicia's Water-Related Industrial Zoning District.	Community Development Planning Division
	2.9	Goal	Ensure adequate land for port activity.			
	2.9.A	Program	Work with the Port to evaluate the future level of port activity and need for land in order to sustain an economically viable Port operation.	O	Land use at and near the Port is being considered as part of the Draft Lower Arsenal Mixed Use Specific Plan.	City Manager's Office
	2.9.1	Policy	Encourage and create opportunities and methods for cooperative planning of the Port, Arsenal, and Pine Lake.			
	2.10	Goal	Provide for carefully-defined visual and physical public access where security and safety considerations permit.			

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Port Development	2.10.A	Program	Explore the feasibility of public access to and providing recreation use in the Port in a manner which does not compromise the economic viability or safe operation of the Port.	C/O	Currently addressed by way of development projects requiring BCDC review. Example, UPRR/Amports project resulted in public access improvements to the head of Sulphur Springs Creek Trail, which is adjacent to the Port.	Parks & Community Services Dept. and Community Development Planning Division
Historic Arsenal	2.11	Goal	Encourage the retention and continued evolution of the lower Arsenal into a historic/cultural/commercial/industrial center of mutually compatible uses.			
	2.11.1	Policy	Retain and expand the mix of compatible and balanced uses in the lower Arsenal area.			
	2.11.2	Policy	Continue to allow live/work uses in the lower Arsenal where it can be demonstrated that adequate buffers exist, including noise buffers, and that the presence of residents would not significantly constrain industrial operations, including the flow of goods and materials.			
	2.11.3	Policy	Support the development of the Pine Lake area as an attractive, aesthetic gateway with a water feature.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Arsenal	2.11.A	Program	Require protection of dramatic views of the strait and the incorporation of a gateway/water feature into any development plans for the Pine Lake area.	C	The gateway/water feature element will be implemented if and when a development application is filed by the property owner, Benicia Industries. Any development application for this area would be reviewed for consistency with applicable General Plan policies. Protecting views of the strait are regulated by the Zoning Ordinance, which places a 24 ft. height limit on properties within 150 feet of the shoreline; the Downtown Mixed Use Master Plan sets forth a maximum of 2.5 stories; in addition, the City coordinates with the Bay Conservation and Development Commission for all projects within 100 ft. of the mean high tide. When the Water's End subdivision plan was developed, analysis on impacts on views to Pine Lake was completed.	Community Development Planning Division
	Downtown	2.12	Goal	Strengthen the Downtown as the City's central commercial zone.		
	2.12.1	Policy	Emphasize retail sales and service businesses along First Street, preferring retail commercial on the street level and encouraging other commercial, office, and housing as important supporting uses on upper floors.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.A	Program	Consider improvements to Solano Square to make it more pedestrian friendly.	PC/O	Grant funded improvements to the intersection of First Street and Military are underway; includes enhances crossings to Solano Square and installation of new sidewalk along driveway entrance to Solano Square. In addition, Solano Square is part of Benicia's Downtown Priority Development Area, which will make Solano Square eligible and more competitive to receive grants for additional planning improvements.	Public Works Engineering Division and Community Development Planning Divisions
	2.12.B	Program	Work to attract economically viable businesses that will create night-life Downtown such as restaurants, cafes, movie theaters, and other entertainment uses.	O	The City of Benicia Office of Economic Development in partnership with the Downtown Business Alliance, is working to enhance the First Street experience, most notably with the installation of 175,000 decorative tree lights (Dec. 2012).	City Manager's Office; Office of Economic Development
	2.12.C	Program	Continue business recruitment and marketing efforts for Downtown. Provide promotional information on Benicia's economic and demographic profile, available sites and building space, a directory of support services, and an expedited approvals program.	O	Ongoing.	City Manager's Office
	2.12.D	Program	Develop public/private partnerships to implement financing mechanisms such as a Business Improvement District to fund capital improvements and repairs to Downtown.	O	Downtown merchants formulated a Business Improvement District (November 2012). The non-profit Downtown Business Alliance is in the process of being formed to administer the BID.	City Manager's Office; Office of Economic Development

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.E	Program	Retain a permanent Main Street Program.	O/2	The current budget allocates \$117,000 annually toward the Main Street Program.	City Manager's Office; Office of Economic Development
	2.12.F	Program	Promote additional civic and compatible public and private uses in the Civic Center area.	3	On hold due to economic factors. Joint collaboration with Community Development and Parks and Community Services.	City Manager's Office, Community Development Dept. and Parks & Community Services Dept.
	2.12.2	Policy	Permit a mix of residential and commercial uses including detached single-family homes and live/work quarters in the first row of blocks east and west of First Street. Allow small retail commercial businesses on parcels closest to First Street, and small, less intense uses (such as offices, personal services, and bed-and-breakfast establishments) anywhere within the block.			
	2.12.G	Program	Review and modify the zoning ordinance, as needed, to accommodate a mix of uses in the blocks immediately east and west of First Street.	C	In 2007, the Downtown Mixed Use Master Plan was adopted. The focus of the plan was to accommodate a mix of uses along First Street and ensure the historic character of the downtown was maintained through new development standards.	Community Development Planning Division
	2.12.3	Policy	Seek to make Downtown a thriving and vigorous community center offering a variety of activities and attractions for residents and visitors.			
	2.12.H	Program	Continue to promote special events in the Downtown such as a farmers' market, street fairs, art and music festivals. Encourage events that remain open in the early evening. (See policies in Noise section.)	O	The City collaborates with Benicia Main Street to ensure the continuation and expansion of such events.	City Manager's Office

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead	
Downtown	2.12.I	Program	Work with existing restaurants and cafes to provide sidewalk food service where the service will not impede pedestrian flow and where adequate sidewalk space exists.	C/O	The City allows sidewalk table seating with an encroachment permit through the Engineering Division.	City Manager's Office and Public Works Engineering Division	
	2.12.J	Program	Maintain public parks, streets, and sidewalks located Downtown in a clean and safe condition.	O	This is done as part of existing City maintenance programs.	Parks & Community Services Dept.	
	2.12.K	Program	As the budget allows, provide amenities such as additional benches along First Street and in adjacent public areas; drinking fountains, public art, shade trees and arbors.	3	In 2011, the City installed bicycle racks along First Street in Benicia's historic downtown.	Community Development Planning Division and Parks & Community Services Dept.	
	2.12.4	Policy	Create a social, recreational, and economic anchor at the waterfront end of First Street.				
	2.12.L	Program	Use the Urban Waterfront Restoration Plan to guide the planning and development of public waterfront improvements; when siting private development; and when designing public access between commercial uses and the waterfront.	O/2	The prior Urban Waterfront Restoration Plan was overridden by Measure C in 2005 with the rezone from a Waterfront Commercial to Open Space Zoning District. Recently, the City received a grant from the Coastal Conservancy to develop a new Waterfront Plan for the area which is currently in progress.	Community Development Planning Division and Parks & Community Services Dept.	
	2.12.M	Program	Investigate the feasibility of a multi-use Community Center.	C	The new Community Center, formerly the Mills Elementary School, was renovated and opened in 2011.	Community Development Planning Division and Parks & Community Services Dept.	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.N	Program	By the end of the year 2000, decide on the feasibility of restoring three City-owned structures - the former Southern Pacific Railway Depot and Jurgensen's Saloon, and the Von Pfister Adobe.	PC/3	Jurgensen's Saloon has been fully restored and moved to the corner of First Street and West E Street. The Depot has received a conceptual plan for improvements, but there is no funding to implement it. The Von Pfister Adobe has not been restored; the Parks Dept. is working with the Benicia Historical Society to place/designate the Adobe on the State Historic Register in order to receive funding for restoration.	City Manager's Office and Parks & Community Services Dept.
	2.12.O	Program	Establish a permanent public green on the waterfront south of B Street at Second Street.	O/PC/1	Improvements on the west side have been completed. Recently received funding from the Coastal Conservancy to develop an Urban Waterfront Restoration Plan (to include public access). City Council took legislative action to preserve his area for public open space. This land is within the Open Space Zoning District.	Parks & Community Services Dept.
	2.12.P	Program	Investigate the possibility of developing a west-side marina.	3	No work has been done to date.	City Manager's Office
	2.12.Q	Program	Develop a tourist oriented web page that includes photos and information about Benicia as a tourist destination, such as information on lodging, historic places, restaurants, artists galleries and studios, and recreational and natural resources.	C	The site has been completed and is maintained and updated regularly. www.visitbenicia.org	City Manager's Office

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.12.R	Program	Continue to support promotional maps for visitors that identify locations of restaurants, services, specialty retail, recreational, and other facilities that cater to visitors and tourists.	2/O	The City continues to make available information on many attractions and collaborates with Benicia Main Street to further this endeavor. Directional signage was installed in 2009. Staff and Benicia Main Street released a walking brochure and map, noting visitor attractions in June 2012.	City Manager's Office; Office of Economic Development
Other Commercial Development	2.13	Goal	Support the economic viability of existing commercial centers.			
	2.13.1	Policy	Direct new commercial ventures first, towards Downtown, and to other existing economic centers (instead of dispersing resources to new areas).			
	2.13.A	Program	As part of the Business Attraction, Expansion, and Retention Program, maintain an available commercial space and site database with information on size, lease rates, tenant improvements, etc., and make it readily available to prospective businesses	O	Commercial listings are integrated with the City's Economic Development webpage.	City Manager's Office; Office of Economic Development
	2.13.2	Policy	Preclude extension of the existing commercial development east along Military East and south along East Fifth Street.			
Circulation	2.14	Goal	Enhance Benicia's small-town atmosphere of pedestrian-friendly streets and neighborhoods.			
	2.14.1	Policy	Give priority to pedestrian safety, access, and transit over automobile speed and volume.			
	2.14.A	Program	Reexamine City standards to allow the development of local streets with the minimum pavement width needed in residential areas, at the same time assuring that emergency access is maintained and that pedestrian and vehicular safety are preserved.	C	This is addressed in the City Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division
	2.14.B	Program	Consider physical and operational changes to reduce speeds (e.g., narrow lane widths and signal timing), and increase traffic speed enforcement.	O	Staff works with the Traffic, Pedestrian and Bicycle Safety Committee; efforts are part of the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division and Police Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.14.C	Program	Consider residential streets with textured pavements and parallel parking.	O	Implemented as part of the development review process. Examples include Harbor Walk along First Street, and 221 First Street Mixed Use projects. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.D	Program	Where feasible redesign corner radii to corners with tight radii to slow vehicles and alert drivers to pedestrians in crosswalks.	O	Ongoing. Examples include Military/West 2nd, East 4th/J, East 5th/L Streets. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.E	Program	Consider reducing lane widths, as one method of both slowing traffic and making room for parking, wider sidewalks, or bike lanes.	O	Ongoing. Examples include East 5th Street, Hastings Drive, West K Street angled parking. High School Traffic Signal Project. Part of the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.F	Program	Where feasible, provide pedestrian sidewalks in all residential areas along both sides of the street.	O	Implemented as part of the development review process. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.G	Program	Evaluate the feasibility of finishing sidewalks along streets where they are currently lacking	O	Examples include East 5th Street and St. Dominic's area Safe Route to Schools Projects. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.H	Program	Identify areas where sight distance for vehicle drivers and pedestrian safety can be improved with signs, tree placement, landscaping, parking policy, building design, and streetscape. Prepare a program and schedule for implementing these improvements.	O	Examples include intersections of Military/West 3rd, East 5th/L Street, N Street/O'Hare Drive. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.14.1	Program	Identify areas where crosswalk safety can be improved through better lighting and striping, prohibiting right turns on red at specific intersections, installing pedestrian-activated push buttons for signals, installing a textured or raised paving material, and employing crossing guards for school children. Prepare a program and schedule for implementing these improvements.	O	Examples include: preparation of Safe Route to School Maps, Military/West 2nd, East 5th Street Smart Growth project, Benicia High School Changeable Speed Warning Signs, East 2nd/Riverhill Lighted Crosswalk, Benicia High School Traffic Signal Project. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.2	Policy	Discourage street widenings and the removal of on-street parking to ease traffic flow.			
	2.15	Goal	Provide a comprehensive system of pedestrian and bicycle routes which link the various components of the community: employment centers, residential areas, commercial areas, schools, parks, and open space.			
	2.15.1	Policy	Make pedestrian and bicycle circulation, and safety improvements a high priority for transportation funding, utilizing locally generated revenues and State and federal grants.			
	2.15.A	Program	Construct public improvements that accommodate and enhance pedestrian and bicycle access.	O	Examples include those mentioned in Program 2.14.1 - plus, improvements to East 3rd Street Pedestrian Tunnel. Included in the City's Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division
	2.15.B	Program	Provide additional trails along the shoreline.	O	Completed shoreline improvement and installation of additional trail 120 feet south of C Street. Staff continues to seek funding and opportunities to provide trails along the Benicia shoreline. The Planning Division requires public access on development applications within 100 feet of the mean high tide, as required.	Community Development Planning Division and Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.15.C	Program	Provide proper signing for improved trails, fire break trails, and interpretive trails.	O	As trails are developed signage is provided.	Parks & Community Services Dept.
	2.15.D	Program	Improve safety and pedestrian movement by building curb extensions that narrow the overall width required by pedestrians to cross the street at major pedestrian waiting areas at street intersections, sidewalks, and landscaped areas.	O	Examples include Military/West 2nd Street, East 5th/J Street, East 5th/L Street, and Youth Center Crosswalk, Benicia High School Traffic Signal Project. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.15.E	Program	Identify areas where adequate lighting for pedestrians in urban areas is needed. Install additional lighting as appropriate.	O	Examples include West 7th Street lighting (Chelsea Hills to Lori Drive), and Military West light additions (West 2nd to West 5th).	Public Works Engineering Division
	2.15.F	Program	Widen the Rose Drive/State Park Road at I-780 overpass to accommodate pedestrians and bicycle traffic.	C	This project was completed in October 2011 and received an American Public Works Association Project of the Year Award.	Public Works Engineering Division
	2.15.G	Program	Create a protected landscaped sidewalk for West 7th Street between I-780 and Military West.	PC	Sidewalk safety repairs related to erosion are completed with safety fencing installed.	Public Works Engineering Division
	2.15.2	Policy	Encourage the development of pedestrian paths in hill areas as a way to link neighborhoods to schools, parks, employment centers, and convenience commercial destinations.			
	2.15.H	Program	Continue to implement the pedestrian pathway system in the City's Parks, Trails and Open Space Master Plan especially linkages between the City's residential neighborhood and commercial districts.	O	Examples include St. Catherine's Subdivision and pathway between Community Park and Lake Herman Recreation Area.	Public Works Engineering Division and Parks & Community Services Dept
	2.15.I	Program	Facilitate the connection of future Benicia-Martinez Bridge pedestrian/bike lanes to the city pedestrian/bike network Connect paths from existing and proposed regional trail systems to the Boundary Hills and Benicia-Martinez Bridge.	PC	Construction of the bike lanes is completed. Design of the Benicia-Martinez Bridge sidewalk currently underway and grant funding is being secured.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.15.J	Program	Improve pedestrian and bike access between Downtown and Southampton.	O	Examples include new bike lanes and sidewalks along East 5th Street (East H Street o Viewmont), and West 7th Street (Cheryl Drive to Military).	Public Works Engineering Division
	2.16	Goal	Ensure access needs of individuals with disabilities.			
	2.16.1	Policy	Provide for adequate public access in all forms (walks, buildings, transportation) in conformance with the Americans for Disabilities Act (ADA).			
	2.16.A	Program	In places that accommodate the public, remove barriers to access or provide alternative services when barriers cannot be removed.	O	Examples include Benicia's Paratransit Program, and walkway and bike projects mentioned in Program 2.15.J.	Public Works Engineering Division
	2.16.B	Program	Require that publicly sponsored programs, activities and transportation facilities are accessible to individuals with disabilities (including employees).	O	Examples include: the annual handicap ramp program, ADA improvements to City Hall and Benicia's Paratransit Program.	Public Works Engineering Division and Parks & Community Services Dept
	2.16.2	Policy	Encourage private entities to maintain places of business that are physically accessible to all.			
	2.16.C	Program	Assess the cost and feasibility of Policy 2.16.2, including any changes in opportunities or costs for businesses to occupy historic structures.	3	No work has been done to date.	City Manager's Office
	2.17	Goal	Provide an efficient, reliable, and convenient transit system.			
	2.17.1	Policy	Continue to provide transit service to all—and subsidized paratransit service to all qualified—potential users, including youth, the elderly and the disabled, modifying routes and schedules as demand changes.			
	2.17.A	Program	Preserve the personal service provided by Dial-a-Ride.	O/2	Benicia provides a shared-ride, curb-to-curb general public dial-a-ride (DAR) service. General Public is only offered on Saturdays. No service on Sundays. Service is provided by SolTrans (formerly comprised of Benicia Breeze and Vallejo Transit; since 2009).	Finance Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.17.B	Program	Subsidize transit at a level justified by a cost/benefit study.	O	The City evaluates the performance of the transit system on a monthly basis. There is also a triennial performance review that measures the costs and benefits to the community.	Finance Dept.
	2.17.C	Program	Institute a continuing program to evaluate the transit system to ensure it meets the public's needs.	C/O	SolTrans completed a Short Range Transit Study in January 2012. SolTrans is comprised by the former Benicia Breeze and Vallejo Transit, since 2009.	Finance Dept.
	2.17.D	Program	Allow preferential parking for public transit vehicles.	C/O	This is provided throughout the City.	Public Works Engineering Division
	2.17.E	Program	Set local priorities and needs for future service, taking into account funding uncertainties for Benicia's and other transit systems.	C/O	SolTrans completed a Short Range Transit Study in January 2012. SolTrans is comprised by the former Benicia Breeze and Vallejo Transit, since 2009.	Finance Dept.
	2.17.F	Program	Improve inter-modal coordination of transit services.	C/O	SolTrans completed a Short Range Transit Study in January 2012. SolTrans is comprised by the former Benicia Breeze and Vallejo Transit, since 2009.	Finance Dept.
	2.17.G	Program	Provide attractive and pedestrian-friendly transit stops and buses, including bike racks on buses.	PC/1	Design drawings have been completed to develop an Intermodal Transit Facility on Military West and at City Park; in 2011, new bike racks were installed throughout the downtown and the Community Park.	Community Development Planning Division and Public Works Engineering Division

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Circulation	2.17.H	Program	Provide transit shelters with good visibility and benches, thus enhancing the pedestrian-transit interface.	PC /1	New shelters will be installed in City Park across from Solano Square. New development projects may be required to provide bicycle parking as outlined in the Zoning Ordinance. In addition, the City seeks ways to improve existing shelters, e.g. new bus shelter along East 5th, north of Military East.	Community Development Planning Division and Public Works Engineering Division
	2.17.2	Policy	Consider nontraditional use of the existing transit system for tours, shuttles, and special events, (e.g., First Street shuttle, First Street to Community Park shuttle, First Street to Arsenal shuttle, State Park shuttle).			
	2.17.I	Program	Optimize the use of existing transit equipment.	O	There is an active capital replacement program that utilizes a \$50,000 contribution from the General Fund as leverage to receive federal and state grants for bus replacement.	Finance Dept.
	2.17.J	Program	Consider a shuttle service between large commercial centers.	O	The Benicia Rocket Service, between the Industrial Park and downtown, was introduced for a trial period. Despite heavy advertising, the usage was minimal and the service was discontinued. Further research will be done during Short Range Transit Plan preparations.	Finance Dept.
	2.17.3	Policy	Coordinate transit service and trip reduction efforts with other agencies.			
	2.17.K	Program	Provide intercity bus service to Vallejo and Fairfield commensurate with available funding.	O	The City has received funding to research this transit option as part of the Short Range Transit Plan. Staff is discussing future needs and options with Vallejo and Fairfield staff.	Finance Dept.

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Circulation	2.17.L	Program	Coordinate school district/city bus schedules for optimum efficiency.	C/O	The City coordinates with the School District to allow for afternoon bus service to school children as part of a fixed route.	Finance Dept.
	2.17.M	Program	Coordinate transit planning with the Contra Costa Transportation Authority (CCTA) and Solano County, and coordinate future mass transit planning with all other regional efforts.	O	This is researched as part of Short Range Transit Plan updates.	Finance Dept.
	2.17.N	Program	Participate in Major Investment Studies (MIS) to assure that transit alternatives are fully considered.	O	This is researched as part of Short Range Transit Plan updates.	Finance Dept.
	2.18	Goal	Encourage the provision of convenient rail service to Benicia with a station near the Benicia Bridge.			
	2.18.1	Policy	Work with BART, Caltrans, BCDC, the Solano Transportation Authority, and MTC in planning a rail station near the Benicia-Martinez Bridge.			
	2.18.A	Program	Consider mixed use, commercial and industrial uses that compliment the train station.	3	The train station is part of the Solano Transportation Authority Livable Communities Plan update, 2012. Project description includes evaluation of alternative sites to construct a Capitol Corridor Commuter Train Station along the I-680 corridor. Project would include a train platform, park and ride facility with 200+ spaces, bus transfer station, long-term bicycle storage, and access improvements. Potential sites are surrounded by industrial zones that allow limited mix of workforce serving uses. Commercial Zones are in proximity; allows live-work by right.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.18.B	Program	Plan for convenient auto and transit access to and auto parking at the train station to encourage its use.	3	Train station included in Solano Transportation Authority's Livable Communities Plan update, 2012. Project description includes a train platform, park and ride facility with 200+ spaces, bus transfer station, long-term bicycle storage, and access improvements.	Community Development Planning Division and Public Works Engineering Division
	2.19	Goal	Promote a regional (San Francisco, Oakland, Alameda) and local (Martinez, Port Costa, and Crockett) ferry service.			
	2.19.1	Policy	Work with MTC to establish ferry service. Communicate regularly with them regarding plans and funding for ferry			
	2.19.A	Program	Identify ferry service market potential and terminal location options.	3	On hold pending further consideration of Intermodal Station and Vallejo Transit staffing issues.	City Manager's Office and Finance Dept.
	2.20	Goal	Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit, balancing vehicle-flow improvements with multi-modal considerations.			
	2.20.1	Policy	Maintain at least Level of Service D on all city roads, street segments, and intersections.			
	2.20.A	Program	Identify areas where it would be beneficial to reduce and divert through vehicular traffic from local residential streets. Implement appropriate neighborhood traffic control programs in these areas.	O	Input from Traffic, Pedestrian, and Bicycle Safety Committee. Examples include West K Street and Hastings Drive traffic controls. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.20.B	Program	Locate new development where there is adequate existing or planned future road and highway capacity and where local residential streets will not be significantly impacted.	C/O	Benicia's adopted Level of Service (LOS) is "D". Traffic impacts of new development are evaluated as part of the project review process. If warranted, a project specific traffic study is prepared and if the project exceeds a LOS of D, then appropriate mitigation measures are required.	Community Development Planning Division and Public Works Engineering Division
	2.20.C	Program	Encourage use of alleys for commercial loading activities when it will not block driveways or mid-block access to the street.	C/O	This occurs during the development review process. Staff recommends this approach to deliveries where appropriate. An example where this was accomplished is Harbor Walk.	Community Development Planning Division
	2.20.2	Policy	Seek alternatives to road widenings.			
	2.20.D	Program	Continue to identify and implement acceptable alternatives to in-town roadway widening, extensions, and large intersections.	O	Examples include East 2nd/Military signal modifications and East 2nd/HWY780 freeway signal project. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.20.E	Program	Identify streets where traffic should be slowed.	O	Input from Traffic, Pedestrian, and Bicycle Safety Committee. Examples include Hastings Drive, West K Street, East 5th Street, and Military West at Benicia High School with corrective actions taken place at each location. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division

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Circulation	2.20.F	Program	Consider lane narrowing, driver education, traffic speed alert trailers, and other traffic calming remedies.	O	Examples of action taken on West K Street, Hastings Drive, Military West and East 5th Streets. Included in the City's Neighborhood Traffic Calming Program. Four new solar powered radar speed signs.	Public Works Engineering Division and Police Dept.
	2.20.G	Program	Advertise the use of transit, bicycling, and walking for commuting, shopping, recreation, and school trips.	O	Administered by the Solano Transportation Authority.	Public Works Engineering Division
	2.20.H	Program	Reserve right-of-way for new alternate transportation facilities that contribute to street and roadway congestion relief.	O	The City currently retains many existing unimproved alley and street rights-of-way for future uses. Release of these rights-of-way only occurs if it can be clearly determined that no future use is required for transportation purposes.	Public Works Engineering Division
	2.20.I	Program	Coordinate traffic signal improvements and synchronization and continue to implement timing changes.	O	Examples include East 2nd/Hwy780 Signal Project, West 7th/Hwy780 Signal Project, and West 7th Street and East 2nd Street Signal Synchronization Projects.	Public Works Engineering Division
	2.20.J	Program	Develop adequate funding for keeping streets, alleys and sidewalks in good repair.	O	Annual street maintenance is included in the City's budget process. Need new, dedicated funding source.	Public Works Engineering Division
	2.20.K	Program	Identify and prioritize transportation facilities maintenance projects for roadways, sidewalks, and off-street trails and paths.	O	This program is always part of the City's Capital Improvement Program.	Public Works Engineering Division and Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.20.L	Program	Identify areas of the city that are pedestrian-unfriendly and develop corrective plans.	O	The Solano Transportation Authority's Countywide Pedestrian Plan listed the top priority as the State Park Road Bike/Ped Path, which was completed in October 2010.	Public Works Engineering Division and Parks & Community Services Dept
	2.20.3	Policy	Maintain Lake Herman Road as a rural, two-lane, curving scenic route.			
	2.21	Goal	Encourage Benicia residents and employees to use alternatives to the single-occupant automobile.			
	2.21.1	Policy	Provide and promote a range of travel alternatives to the use of the private automobile.			
	2.21.A	Program	Advertise the benefits of Transportation Demand Management (TDM) measures and conduct public outreach programs to educate the public about options available within the city.	O	Administered by the Solano Transportation Authority.	Public Works Engineering Division
	2.21.B	Program	Implement Transportation Control Measures (TCMs) appropriate to Benicia.	O	Ongoing.	Public Works Engineering Division
	2.21.2	Policy	Encourage new development patterns that facilitate bicycling, walking, and transit for commute, shopping,			
	2.21.C	Program	Consider denser, mixed-use developments, particularly in the Downtown area.	C/O	In 2007, Benicia approved the Downtown Mixed Use Master Plan with accompanying form-based development regulations. The plan allows for mixed-uses and employs zero lot lines and limited setbacks to achieve greater densities than previously permitted.	Community Development Planning Division
	2.21.D	Program	Consider the feasibility of extending East Second Street from East "L" Street to East "K" Street.	C	Reviewed during facility planning of the Police Department and determined not feasible or desirable.	Public Works Engineering Division
	2.22	Goal	Alleviate traffic congestion near school sites.			
	2.22.1	Policy	Work closely with the School District in addressing traffic congestion near schools.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.22.A	Program	Develop a plan jointly with the School District for reducing traffic congestion at and near school sites.	O	Implemented jointly by the City, Benicia Unified School District Liaison Committee, and the Traffic, Pedestrian, and Bicycle Safety Committee. Included in the Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division
	2.22.B	Program	Encourage the School District to continue the comprehensive crossing guard program.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division
	2.22.C	Program	Adjust phasing/timing of signal lights on routes to schools, and consider providing increased crossing guards and/or police direction of traffic.	O	Implemented jointly by the Police Dept. and the City, Benicia Unified School District (BUSD) with direction from the BUSD Liaison Committee. Separate school resource offices are assigned to Benicia High School and Middle School. New safe route to school maps completed. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division

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Circulation	2.22.D	Program	Encourage the School District to implement citywide biking and promote carpools for trips to school.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program	Public Works Engineering Division
	2.22.E	Program	Promote School District provision of adequate off-street parking, drop-off and pickup facilities, and designated carpool parking at each school.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division
	2.22.F	Program	Study the need for and feasibility of a pedestrian bridge linking the middle school and high school.	3	Staff will recommend that this be funded.	Public Works Engineering Division
	2.23	Goal	Ensure adequate parking while maintaining aesthetic landscape features.			
	2.3.1	Policy	Provide adequate on-street and off-street parking.			
	2.23.A	Program	Continue to allow on-street parking where needed for abutting uses (e.g., Military East).	O	This is allowed and discussed with applicants in affected areas. The Zoning Ordinance allows uses smaller than 2,000 sq. ft. to potentially have reduced parking and the Downtown Mixed Use Master Plan allows on street parking to count towards parking requirements.	Community Development Planning Division and Public Works Engineering Division
	2.23.B	Program	Preserve and improve the East Second and "E" Street parking lot. Consider double-deck parking if need warrants.	O	Past efforts included workshops and conceptual designs. No consensus; project on hold for now.	Economic Development Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.23.C	Program	Allow flexible parking requirements for uses smaller than 2,000 square feet.	C	Passed by the City Council in 2001, Ordinance 01-6 allows the Community Development Director to consider deviations from the parking requirement for uses less than 2,000 sq. ft. if certain circumstances warrant approval. BMC 17.74.020 "K". The Downtown Mixed Use Master Plan adopted in 2007 does not require off-street parking for ground floor uses under <3000 square feet.	Community Development Planning Division
	2.23.D	Program	Update parking requirements based on actual local parking generation studies wherever, appropriate, and consider parking proximity to transit corridors.	PC/O/3	The Downtown Mixed Use Master Plan, adopted in 2007, provided more flexible parking requirements in the newly created Zones: Town Core, Town Core Open, Neighborhood General, Neighborhood General Open. The Department recommends revising parking requirements throughout the rest of the City as resources (funding) become available.	Community Development Planning Division
	2.23.2	Policy	Reduce the visibility of parking lots.			
	2.23.E	Program	Allow future parking to be divided into smaller lots with generous internal and perimeter landscaping.	C/O	The Zoning Ordinance requires parking lots to be landscaped. Staff evaluates the applicability of this program during project review. There are no objections to breaking large parking lots into smaller lots as long as parking requirements are met.	Community Development Planning Division

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Circulation	2.23.F	Program	Recommend parking to be located behind or alongside (but not in front of) buildings, where possible.	C/O	Recommended as part of making development more pedestrian friendly. In downtown, the development standards require parking to be located behind buildings.	Community Development Planning Division
	2.24	Goal	Continue to provide safe and direct access to the Industrial Park.			
	2.24.1	Policy	Continue to ensure public access to private roads in the industrial and Port areas.			
	2.24.A	Program	Investigate establishment of Industrial Park bus service.	C/O	With the passing of the Global Warming Solutions Act AB32, staff continues to seek grant funding opportunities for intermodal projects for the Industrial Park.	Public Works Engineering Division and Community Development Planning Division
	2.24.B	Program	Investigate alternate routes that would better accommodate access from the freeway to the Port and Industrial Park.	C	As part of the traffic fee program, various projects to be funded by the program were analyzed. One of those was the East 2nd/Park Road connector, which is intended as a future alternate entryway into the industrial park from East 2nd Street.	Public Works Engineering Division
	2.24.C	Program	Identify solutions to circulation problems associated with truck traffic by maintaining a database of truck-related citizen or business complaints in combination with truck counts and accident data.	O	Review of the situation created by truck traffic in the City is conducted annually as part of the Citywide Accident Review process.	Public Works Engineering Division
	2.25	Goal	Improve auto and non-auto access into the Old Arsenal, without disrupting existing neighborhood, historic, and environmental values.			
	2.25.1	Policy	Consider alternative modes of transportation to the auto in planning new access and in improving existing routes into the Arsenal.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.25.A	Program	Improve access into the Arsenal from I-680.	O	In future budget request. Included in Solano Transportation Authority's Comprehensive Transportation Plan.	Public Works Engineering Division
	2.25.B	Program	Depending on City's determination of need and impacts, decide whether to connect the Lower Arsenal with the Downtown, such as through East "H" Street, including bike, pedestrian, and emergency access.	3	The connection of the Lower Arsenal to the downtown is identified in Solano Transportation Authority's Countywide Bicycle Transportation Plan for pedestrian and bicycle access. The Draft Lower Arsenal Mixed Use Specific Plan (not yet adopted) calls for improved bicycle connectivity to the Arsenal from Downtown through East H Street by way of a new "West Edge Path" to Jackson Street (pg. 2-5 Draft Lower Arsenal Mixed Use Specific Plan); however, the plan may still be revised during the adoption process.	Community Development Planning Division and Public Works Engineering Division
	2.26	Goal	Ensure that scenic and environmental amenities of I-680 and I-780 are not compromised.			
	2.26.1	Policy	Promote the use of freeway right-of-way for alternative commute methods (e.g. car pool lanes, transit, and off-road			
	2.26.2	Policy	Encourage the preservation of I-780 as four lanes, but support spot widenings at selected locations (e.g., the approach to the Benicia-Martinez Bridge on/off merge lanes) to address future capacity problems while still maintaining a four-			
	2.26.3	Policy	Support Caltrans' Benicia-Martinez Bridge project, advocating the following: (1) continued toll collection in the northbound direction with the toll plaza located at the southern end of the bridge; (2) elimination of existing lane merge problems at the I-680/I-780 interchange; (3) retaining direct access to existing interchanges at East 2nd and East 5th Streets, (4) accommodating rail transit on the bridge in the future, and (5) only widen I-680 upon evaluation of alternatives.			
	2.26.4	Policy	Ensure that the Benicia-Martinez Bridge project adequately reflects the community's concerns.			
	2.26.A	Program	Continue to monitor and comment on Caltrans planning activities and documentation as the bridge planning process continues.	C	New span of the Benicia-Martinez Bridge has been completed.	Public Works Engineering Division
	2.27	Goal	Ensure an active community deliberation process in response to Caltrans proposals now and in the future.			

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Circulation	2.27.1	Policy	Monitor Caltrans' planning process for I-680 and I-780 improvements and communicate the City's concerns and			
	2.27.2	Policy	Ensure the continuation of the following City policies in discussions with Caltrans about changes to I-680 and I-780: A) Preserve the Lake Herman interchange vista look-out and rest area. B) Relocate the Industrial interchange northbound off-ramp and southbound on-ramp from the south end of the Sulphur Creek overcrossing at Bayshore Road to the north end at Industrial Way. C) Use the existing toll building at the existing Benicia-Martinez Bridge for a passenger train station for the UP rail line. Provide adequate access to and automobile parking at the station. Provide for the station to accommodate a light rail passenger line on the new bridge. D) Preserve direct access to and from I-780 at East Second and East Fifth Streets. E) Preserve the existing westbound exit from I-780 at Columbus Parkway and ensure that existing commercial buildings are not removed. F) Keep I-780 four lanes. Support spot widenings at selected locations (e.g., the approach to the Benicia-Martinez Bridge on/off merge lanes) to address future capacity problems while still maintaining a four-lane mainline freeway. G) Only support the widening of I-680 to six lanes upon evaluation of alternatives.			
			H) Do not permit sound walls or retaining walls along I-780; Permit sound walls and retaining walls that the community believes would provide benefits that outweigh drawbacks.			
	2.27.3	Policy	Ensure that the Benicia residential and business community is informed about Caltrans' project planning activities, and solicit public input on Caltrans projects.			
	2.27.A	Program	Review existing plans and work with Caltrans to develop proposals that reflect the consensus.	O	Examples of success included State Park Road Bike/Pedestrian Bridge project.	Public Works Engineering Division
Public & Quasi-Public	2.28	Goal	Improve and maintain public facilities and services.			
	2.28.1	Policy	Require that new development not reduce the levels of service in existing neighborhoods below City standards.			
	2.28.A	Program	Establish standards for city services and facilities, as approved by the City Council (see also Program 2.6.E).	C	Standards have been established and are updated as required. The Department enforces engineering and construction standards, safety standards, and water/wastewater treatment standards, which are either published by the City or an outside regulatory agency. Many of the standards, such as water/wastewater, are thresholds of service and water quality.	Public Works Engineering Division

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	2.29	Goal	Provide for churches to locate where conflicts with adjacent land uses will be minimized.			
	2.29.1	Policy	Inside the Urban Growth Boundary, allow churches outright in community commercial zones and as a conditional use in other zones. Make every effort to provide lands for needed religious assembly when planning large new projects in these zones.			
	2.29.2	Policy	Encourage the location and design of church facilities to be compatible with neighboring properties.			
	2.29.3	Policy	In any future developments, consider earmarking land for quasi-public uses.			
Parks and Recreation	2.30	Goal	Maintain and improve existing parks and recreation programs.			
	2.30.1	Policy	Enhance existing city recreation facilities and programs.			
	2.30.A	Program	Develop programs that promote higher and better use of Benicia's recreation facilities and programs. [Recreation facilities include parks and buildings.]	O	The Community Services Division continually creates and implements ongoing programs that use facilities and parks.	Parks & Community Services Dept.
	2.30.B	Program	Conduct periodic surveys about ways to improve City recreation facilities and programs	O	Ongoing.	Parks & Community Services Dept.
	2.30.C	Program	Direct the Parks, Recreation & Cemetery Commission to annually audit and recommend additions to and updates of the Parks Master Plan.	O/3	The Parks Department has requested funding to update the Parks Master Plan, but no funding has been provided.	Parks & Community Services Dept.
	2.30.D	Program	Establish cooperative relationships with public agencies and applicable public interest groups in developing plans for parks and recreation programs.	O	The Parks Department has worked with public agencies and interested groups to develop programs and facilities. A cooperative relationship was established with Partners Encouraging Parks and Recreation in the Community (PEPRC), a non-profit benefit corporation supporting public parks, recreation and marine programs and facilities in the City of Benicia.	Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.30.E	Program	Distribute special park features (e.g., gazebos, bandstands, fountains, sculpture, overlooks, etc.) at key locations in neighborhood and community parks to enhance neighborhood character, provide a focus for a park, or create a place for viewing.	O	Staff continues to work with developers to install such features but no City-initiated features are proposed at this time due to lack of funding.	Parks & Community Services Dept.
	2.30.F	Program	Continue to share City park facilities with the School District and consolidate park and school lands wherever feasible.	O	Staff provides facility requests per the Joint Use Agreement; works with School District to expand availability of facilities.	Parks & Community Services Dept.
	2.30.G	Program	Develop a process to evaluate existing facilities and determine their utilization.	O	With input from staff, the Parks Recreation and Cemetery Commission, and the community facility utilization is evaluated by staff.	Parks & Community Services Dept.
	2.30.2	Policy	Increase resident awareness of the available recreational opportunities in the city.			
	2.30.H	Program	Develop public information materials (including a color map and table of citywide recreation facilities), and a comprehensive sign system about parks and recreational opportunities.	O	Quarterly, a brochure is distributed promoting programs and facilities. Staff utilizes a Public, Educational, Governmental channel and the city website to provide information and promote programs.	Parks & Community Services Dept.
	2.30.3	Policy	Incorporate water conservation into park planning and design.			
	2.30.I	Program	Use primarily native plant species and other drought tolerant plants in all parks and open space areas.	O	Where possible, native and drought tolerant plants are used to replace depleted plantings and for new plantings.	Parks & Community Services Dept.
	2.30.J	Program	Use drip irrigation and other water efficient irrigation methods in all parks.	O	Both Drip Irrigation and Water-Efficient Irrigation methods are used. An evapotranspiration controller system has been installed at the Community Park, Benicia High School, Jack London, Community Center, City Hall, and Waters End, East Second Street, and Skillman Park.	Parks & Community Services Dept.

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Parks and Recreation	2.30.4	Policy	Protect plant and animal life as part of any park improvement project involving sensitive habitat areas of local or regional significance.			
	2.30.5	Policy	Design park improvements to facilitate accessibility and maintenance.			
	2.30.K	Program	Regulate concessions stands in park and recreation areas consistent with the Parks, Trails, and Open Space Master Plan.	O	Nutritious menus at concession stands to continue to facilitate healthy choices.	Parks & Community Services Dept.
	2.30.6	Policy	Continue to establish appropriate uses and programs for Lake Herman Regional Park that (a) preserve and maintain its natural condition and scenic value while providing for increased, passive, low impact recreational opportunities and (b) maintain and/or enhance Lake Herman's wetlands to attract a variety of wildlife to the area; (c) preserve rock outcroppings and creekside vegetation.			
	2.31	Goal	Maintain safety at parks/open space.			
	2.31.1	Policy	Improve and maintain safety in existing parks and design park improvements to facilitate security and policing.			
	2.31.A	Program	Continue coordination with the City police department to provide mobile patrol of parks and open space areas.	O	Ongoing.	Parks and Community Services Dept. and Police Dept.
	2.31.B	Program	Continue coordination with the City Fire Department regarding fire season warning and control, emergency vehicle access, support facilities, and response.	O	Ongoing.	Parks and Community Services Dept. and Fire Dept.
	2.31.C	Program	Continue to coordinate with neighborhood watch programs to provide added security at parks, along trails, and in the open space areas.	O	Ongoing.	Parks and Community Services Dept. and Police Dept.
	2.31.D	Program	Coordinate with the Benicia Unified School District regarding safety concerns at joint use facilities.	O	Ongoing.	Parks & Community Services Dept.
	2.32	Goal	Expand the City's park system to accommodate future community needs.			
	2.32.1	Policy	Establish new parks/recreation areas.			

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Parks and Recreation	2.32.A	Program	Ensure that lands dedicated for park land are of sufficient in size to accommodate the uses and facilities proposed, graded for those uses, and free of hazardous and toxic waste materials for each park site.	O	Staff continually works on this. In addition, the General Plan provides standards for three categories of City Parks: Regional (10 acres per 1,000 people), Community (2.5 acres per 1,000 people), and Neighborhood (3.5 acres per 1,000 people).	Parks & Community Services Dept.
	2.32.B	Program	Regularly monitor County, State, and federal funding sources and apply for loans and grants to acquire, develop, and rehabilitate park land and facilities.	O	The City completed renovation of the Commanding Officer's Quarters with a grant from the State of California. Staff actively seeks grants and has been successful on multiple occasions in being awarded grants for various park and public facilities.	Parks & Community Services Dept.
	2.32.C	Program	Identify and incorporate the needs of neighborhoods in developing new parks and facilities.	C/O	The Parks Master Plan designates future park sites based on needs determined at the time the plan was prepared (completed July 1997). However, park needs have changed as neighborhood demographics shift. The Parks Master Plan should be updated every 5 years to determine if identified park needs have changed in neighborhood areas. Currently there is no funding to update the Parks Master Plan.	Parks & Community Services Dept.
	2.32.2	Policy	Continue to develop and enhance recreational benefits of the shoreline and seek public access along the waterfront.			

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Parks and Recreation	2.32.D	Program	Explore public access on private waterfront through collaborative planning or a development review process.	O	Staff collaborates with Planning Division staff when a project along the waterfront triggers a public access requirement and permit from the Bay Conservation and Development Commission.	Parks & Community Services Dept.
	2.33	Goal	Assure long-term maintenance of the State Parks.			
	2.33.A	Program	Develop a Strategic Plan for addressing State park issues.	O	Joint jurisdiction with State Parks.	Parks & Community Services Dept.
	2.33.B	Program	Work with the State to maintain and improve both parks and identify needed improvements. [For example, utility lines that cross the State Recreation Area should be re-routed.]	O	Staff works with State Parks regarding maintenance and operation of the State Capitol and the Benicia State Recreation Area.	Parks & Community Services Dept.
	2.33.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	O	Staff continues discussions with State Parks staff in finding a collaborative solution to keep the State Recreation Area open beyond the two year moratorium (2014). Staff is also working with the newly established Solano County regional group in providing possible options	Parks & Community Services Dept.
	2.33.D	Program	Work with the State to assure that the Capital maintains maximum opening hours for public enjoyment and use.	O	City entered into a maintenance agreement to maintain the Capitol grounds. Benicia State Parks Association signed a donor agreement to operate the Capitol and Fisher Hanlon House.	Parks & Community Services Dept.
	2.34	Goal	Ensure adequate school facilities to serve all residential areas.			
	2.34.1	Policy	Approve new residential projects only if adequate school facilities are available or will be available when needed.			

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Schools	2.34.A	Program	Continue to work with the School District to identify appropriate sites if needed for future expansion and new construction of public schools.	C/O	Staff routinely enforces this program with any large residential application through the environmental review process, which, among other things, evaluates impacts on school capacities. In addition, the City Manager regularly meets and coordinates with the Benicia Unified School District.	Community Development Planning Division and City Manager's Office
	2.35	Goal	Cooperate with the School District to provide opportunities for citizen use of the schools.			
	2.35.1	Policy	Continue to seek innovative ways for the City to use school facilities and grounds jointly with the School District.			
	2.35.A	Program	Continue to maintain and implement the joint-use agreement between the City and BUSD.	O	Ongoing.	Parks & Community Services Dept.
	2.35.B	Program	Maintain zoning that, in the event any schools are closed or relocated, will support the reuse of closed school sites for public or quasi-public uses.	C/O	The General Plan Zoning Map designated existing school sites with a Public and Semi-Public Zoning District.	Community Development Planning Division
Water	2.36	Goal	Ensure an adequate water supply for current and future residents and businesses.			
	2.36.1	Policy	Approve development plans only when a dependable and adequate water supply to serve the development is assured.			
	2.36.2	Policy	Continue to pursue and secure adequate water sources of the highest quality available.			
	2.36.A	Program	Pursue use of reclaimed wastewater—especially for major industrial users—where feasible.	3	Funding not available to proceed on the Water Reuse Project with the Valero Refinery.	Public Works Waste Water Division
	2.36.3	Policy	Implement measures to reduce water consumption.			
	2.36.B	Program	Initiate water conservation programs and conduct drought contingency planning.	O	Program implemented through Public Works Water Quality Division. Funding (10million) now available from agreement with Valero.	Public Works Water Quality Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	2.36.C	Program	Continue to implement City-adopted water conservation Best Management Practices (BMP). (see Glossary)	O	Program implemented through Public Works Water Quality Division. Funding (10million) now available from agreement with Valero.	Public Works Water Quality Division
	2.36.D	Program	Continue to require development to utilize adopted City standards for low-water-use landscaping.	O	Program implemented as part of development review and approval process. Funding (10 million) now available from agreement with Valero. New State Water Efficient Landscape Standards became effective January 2010.	Community Development Planning Division
	2.36.4	Policy	Encourage public and private uses to minimize water use and to recycle processed water whenever and wherever feasible.			
	2.36.E	Program	Promote the retrofitting of public buildings with water conservation features.	O	Program shared with Parks and Community Services Dept. Funding (\$10M) now available from agreement with Valero.	Community Development Dept. and Parks & Community Services Dept
	2.36.F	Program	Assist hospitality-related businesses to actively promote water conservation.	O	Program is implemented through the Public Works Water Quality Division.	Public Works Water Quality Division
	2.37	Goal	Identify and preserve groundwater resources.			
	2.37.1	Policy	Work with the RWQCB to protect groundwater quality.			
	2.37.2	Policy	Ensure the cleanup of groundwater contamination resulting from the IT Panoche Hazardous Waste Facility.			
	2.38	Goal	Protect water quality.			
	2.38.1	Policy	Continue to require the use of feasible and practical Best Management Practices (BMP) to protect receiving waters from adverse effects of construction and urban runoff.			
	2.38.A	Program	Continue the Storm Water Pollution Prevention Program (SWPPP) and the Industrial Pretreatment Program, and continue to implement the Erosion Control Ordinance.	O	Ongoing.	Public Works Water Quality and Engineering Divisions
	2.39	Goal	Provide safe drinking water and improve its taste and odor.			

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Water	2.39.1	Policy	Ensure that water quality goals are consistently met.			
	2.39.A	Program	Continue to cooperate in regional efforts by organizations such as the CALFED Program to improve the quality of the City's source water.	O	Implemented through both the Water Treatment Division and Solano County Water Agency.	Public Works Wastewater Division
	2.39.B	Program	Continue to optimize treatment operations in conjunction with the implementation of the City's five- and 10-year Capital Improvements Programs.	O	Ongoing.	Public Works Wastewater Division
	2.39.C	Program	Educate the public about City efforts to improve the taste and odor of its drinking water.	O	The City distributes information to the public on a monthly basis by including notices/information with monthly water bills.	Public Works Wastewater Division
	2.40	Goal	Ensure adequate wastewater treatment capacity to serve all development shown in the General Plan.			
	2.40.1	Policy	Approve changes in land use designations for new development only if adequate wastewater treatment capacity is assured.			
	2.40.2	Policy	Promote use of reclaimed wastewater where feasible.			
	2.40.A	Program	Prepare, adopt, and implement a sewer maintenance and replacement program.	O	Ongoing.	Public Works Wastewater and Field Maintenance Divisions
	2.40.B	Program	Continue to implement the City's Wet Weather Management Plan.	O	Ongoing.	Public Works Wastewater Division
	2.40.3	Policy	Encourage developments with projected high strength discharges to reduce pollutants directly to the City's wastewater system.			
	2.40.C	Program	Educate developers about recycling and other technological methods where feasible.	O	Managed by the City Manager's Office, supported by Fire Dept., in conjunction with solid waste and recycling contractor.	Fire Dept.

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	2.40.D	Program	Continue to pursue the City's Pollution Prevention Program for all users of the City's wastewater system including commercial, industrial, and residential.	O	Ongoing.	Public Works Water Quality Division
	2.40.E	Program	Continue to pursue the City's pretreatment program for industrial dischargers.	O	Ongoing.	Public Works Water Quality Division
	2.41	Goal	Minimize WWTP operational upsets, potential discharge of inadequately treated wastewater, and the emission of odor and noise.			
	2.41.1	Policy	Continue efforts to replace the gaseous chlorine system with a less hazardous chemical (such as a liquid chlorine system) that will address the potential safety impacts to the neighborhood surrounding the WWTP.			
	2.41.2	Policy	Continue to work with neighbors to implement programs that minimize odor, noise, and potential safety impacts to the neighborhood surrounding the WWTP.			
Recycling	2.42	Goal	Enhance the recycling of solid waste.			
	2.42.1	Policy	Strive to accomplish the mandated objectives of the California Integrated Waste Management Act.			
	2.42.A	Program	Adopt and implement a Source Reduction and Recycling Plan (SRRP) and Hazardous Household Waste Plan (HHWP) which include components for waste characterization, source reduction, recycling, composting, special waste diversion, education, public information, disposal facility capacity, funding, and the safe use, disposal, and recycling of household hazardous materials.	C	Completed	Fire Dept.
	2.42.B	Program	Encourage local recycling facilities to be available to the public.	C	Completed	Fire Dept.
	2.42.C	Program	Pursue establishment of curbside service that would pick up and compost yard waste and make it available to City residents for a reasonable cost.	C	Completed	Fire Dept.
Utilities	2.43	Goal	Allow installation of telecommunications equipment and distribution networks that maintain and protect health, safety, and quality of life and avoid visual clutter.			
	2.43.1	Policy	Minimize the visual impacts of siting exposed commercial antenna structures in scenic corridors and residential and historic districts.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.43.A	Program	Establish design requirements for commercial antennas and associated equipment and distribution networks.	C/O	Benicia's Wireless Communications Ordinance was adopted in 2006 and sets forth requirements for design.	Community Development Planning Division
Historic Preservation	3.1	Goal	Maintain and enhance Benicia's historic character.			
	3.1.1	Policy	Encourage reuse of historic buildings; if feasible, encourage relocation rather than demolition.			
	3.1.A	Program	Continue to maintain a current inventory of historic and architectural resources in the city.	C/O	An updated Historic Resources Inventory was approved in 2009 by the City Council. In addition, a grant funded Historic Context Statement was adopted in 2011.	Community Development Planning Division
	3.1.2	Policy	Enhance the economic potential of historic and architectural assets.			
	3.1.3	Policy	Preserve historic trees and landscapes. (Refer to the Arsenal Historic Conservation Plan, November 1993, for guidance on historic trees and landscaping.)			
	3.1.B	Program	Become a Certified Local Government (CLG) by applying to the State Department of Historic Preservation.	C	Benicia was granted CLG status in 2007 and currently maintains its status and submits required annual reports to the State Office of Historic Preservation.	Community Development Planning Division
	3.1.C	Program	Define the boundaries necessary to preserve the historical significance of the Camel Barn complex.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division
	3.1.D	Program	Continue to work and cooperate with the Benicia Historical Society on historic preservation issues.	O	Staff regularly coordinates and continues involvement with and from the Historical Society. In 2012, the Historic Society was invited to participate with the Historic Preservation Review Commission in celebration of National Preservation Month at the Farmer's Market and the Commission's 'Meet & Greet'.	Community Development Planning Division and Parks & Community Services Dept.
	3.1.4	Policy	Promote the preservation and enhancement of historic neighborhoods, commercial areas, and governmental districts.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	3.1.5	Policy	Permit new development, remodeling and building renovation in historic districts when consistent with the policies of the applicable Historic Conservation Plan.			
	3.1.6	Policy	Promote restoration of public and privately-owned historic and architecturally significant properties.			
	3.1.E	Program	Develop a program for inspections of historic structures.	O	City staff conducts annual inspections of historic homes that are under a Mills Contract Agreement with the City. All other structures are not inspected. Regular inspections of city facilities for protection and maintenance are customary. No funds to develop a Historic Structures Report.	Community Development Planning Division and Parks & Community Services Dept.
	3.1.F	Program	Seek public and private funding for historic preservation and maintenance.	O	Ongoing.	Community Development Planning Division and Parks & Community Services Dept.
	3.1.G	Program	Develop a program for property tax incentives.	C/O	Benicia established a Mills Act Program for owners of historic properties in 2003 and has 34 properties that are participating in Mills Act Contracts since its offering.	Community Development Planning Division
	3.1.H	Program	Consider waiving or reducing building permit fees for qualified work necessary to rehabilitate or restore historic structures.	O	Implemented on a case-by-case basis as determined by the Public Works and Community Development Director. A comprehensive program would require outside resources.	Community Development Planning Division

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Historic Preservation	3.1.I	Program	Publicize opportunities and incentives for historic preservation to owners of historic buildings.	C/O	A brochure for the public explaining the Mills Act Program is available at the Planning Counter. The City participates in and supports National Preservation Month in May, has attended Benicia's Farmers Market to distribute information, and routinely collaborates with Benicia Main Street, Benicia Historical Society, and Benicia Historical Museum to promote historic preservation.	Community Development Planning Division
	3.1.J	Program	Continue to assist owners of historic homes in lower-income areas with low interest loans through Community Development Block Grants (CDBG), when available.	O	Benicia has a Housing Rehabilitation Loan Program for eligible property owners to assist with home repairs. Until recently, the Vallejo Neighborhood Housing Services group operated this program for the City; its doors are now closed and the program has been transferred to the City.	Community Development Planning Division
	3.1.K	Program	Establish a Historic Preservation Commission.	C	A Historic Preservation Committee was established in 2001. A blended Commission (Design Review and Historic Preservation) was established in 2005. This resulted in a new (blended) Historic Preservation Review Commission (HPRC) and has been operating since.	Community Development Planning Division

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	3.1.L	Program	Adopt and maintain a landmarks ordinance.	3	Regulations for landmarks are embedded in the Zoning Ordinance (BMC 17.54 H Overlay), but a separate, stand-alone, ordinance is currently not part of the Department's work program and there is no budget for it.	Community Development Planning Division
	3.1.M	Program	Inform title companies that properties in Benicia may be affected by historic preservation regulations.	PC/3	A complete list of historic properties by address and parcel number has been compiled. The HPRC is discussing the best way to inform title companies and realtors of this list.	Community Development Planning Division
Archaeology	3.2	Goal	Protect archaeological (including underwater) sites and resources.			
	3.2.1	Policy	Ensure the protection and preservation of artifacts in known, and as yet unidentified, areas.			
	3.2.A	Program	Work with the California Archaeological Inventory to develop an inventory of existing and potential archaeological sites.	3	Not part of the current work program.	Community Development Planning Division
	3.2.B	Program	Refer development proposals that may adversely affect archaeological sites to the California Archaeological Inventory.	O	Staff implements this program as needed/required.	Community Development Planning Division
	3.2.C	Program	Develop City regulations regarding inspections, code enforcement, and regulation of pot hunters.	3	Not part of the work program. Depending on other department priorities, may require outside consultant resources.	Community Development Planning and Building Divisions, Fire Dept
	3.2.D	Program	Require that all sites with archaeological resources likely to be disturbed by a proposed project be analyzed by a qualified archaeologist and an appropriate program developed to mitigate any impacts from the project.	O	Staff implements this program as needed/required.	Community Development Planning Division

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Cultural	3.3	Goal	Increase public awareness of cultural resources and activities.			
	3.3.1	Policy	Preserve and enhance cultural organizations, resources and activities.			
	3.3.A	Program	Utilize the City's web page and other information sources to advertise cultural activities.	C/O	Information is found on the Library's website.	Library Dept.
	3.3.B	Program	Continue City funding of cultural activities and the Camel Barn Museum.	O	City funding for cultural activities and the Historical Museum at the Camel Barns are approved by the City Council during the budget process.	Library Dept.
	3.3.C	Program	Require periodic reports of the results of City funding.	O	The Arts and Culture Commission provides oversight for arts and culture grantees.	Library Dept.
	3.3.D	Program	Investigate the creation of a City-appointed cultural commission.	C	The Arts & Culture Commission was established in 2009 through City Council passage of Ordinance 09-15. Their charge is to create and promote art and cultural programs and activities.	Library Dept.
	3.3.E	Program	Develop promotional materials that increase community awareness of the Camel Barn museum.	O	Promotional materials for the Historical Museum at the Camel Barns are included with other materials for arts and culture organizations at the Library and are also available through the Economic Development Department.	Library Dept. & City Manager's Office; Office of Economic Development
	3.3.F	Program	Expand the museum to include other historic buildings.	O	Ongoing.	Parks & Community Services Dept.
	3.4	Goal	Support the library and the services it provides to the community.			
	3.4.1	Policy	Maintain and expand library services.			
	3.4.A	Program	Keep the library up-to-date with electronic and other technological developments.	O	Ongoing.	Library Dept.

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Cultural	3.4.B	Program	Plan for expanding library services into existing unfinished basement space as needs dictate.	3	On hold pending funding.	Library Dept.
	3.4.2	Policy	New development will be required to underwrite additional materials.			
	3.4.C	Program	Maintain an adequate "book fee." (See Glossary for definition.)	O	Joint jurisdiction with Finance Dept. In 2010, the library book fee was increased to \$235.00	Library Dept.
	3.5	Goal	Promote events with wide community attraction.			
	3.5.1	Policy	Support community-wide and special events, such as arts in the park, a farmers' market, and open studios.			
	3.5.2	Policy	Plan special events while keeping in mind the need to minimize noise and traffic congestion.			
Art	3.6	Goal	Support and promote the arts as a major element in Benicia's community identity.			
	3.6.1	Policy	Attract and retain art-related businesses.			
	3.6.2	Policy	Continue to allow and encourage live/work spaces for artists.			
	3.6.A	Program	Evaluate where live/work spaces are allowed and what restrictions are placed on them.	PC/3	The Zoning Ordinance provides regulations pertaining to live/work units. Further evaluations for live/work and accompanying regulations were done during the development of the Downtown Mixed Use Master Plan and the Draft Lower Arsenal Specific Plan (pending adoption). No other areas are budgeted for evaluation.	Community Development Planning Division
	3.6.B	Program	Encourage expansion of art retailing on First Street.	PC/3	The City contracts with Benicia Main Street to provide business attraction/retention downtown, although art galleries are not specifically identified as a target. In Addition the City has create the Art Walk event which promotes Benicia Artists downtown on the second Saturday each month.	City Manager's Office; Office of Economic Development

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Art	3.6.3	Policy	Enhance public places with art.			
	3.6.C	Program	Work with developers and builders to incorporate public art into projects, where applicable.	O/3	The potential for public art is evaluated in concert with development applications. A Public Art Policy was approved by Council in 2012. There is currently no budget to create a comprehensive master plan and funding mechanism.	Community Development Planning Division and Library Dept.
Visual Character	3.7	Goal	Maintain and reinforce Benicia's small-town visual characteristics.			
	3.7.1	Policy	Ensure that new development is compatible with the surrounding architectural and neighborhood character.			
	3.7.2	Policy	Encourage "place-making"—the arrangement of built elements to create indoor or outdoor spaces that are recognizable and suitable for a specific function or functions.			
	3.7.A	Program	Develop design guidelines for public works and private development that encourage place-making.	C/3	Adopted plans with guidelines for private property include: Downtown Historic Conservation Plan (guidelines only), Downtown Mixed Use Master Plan (place-making zoning requirements), Arsenal Historic Conservation Plan (guidelines), and Industrial Design Guidelines. Public realm is addressed by the Downtown Streetscape Plan. Design guidelines for additional areas are not currently budgeted nor part of the work program.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead	
Visual Character	3.7.B	Program	Prepare a citywide urban design plan that addresses landscaping, street trees, landmarks, gateway definitions, vista preservation/enhancement, and protection of shoreline and hillsides.	3	Not part of the current work program. Depending on other Department priorities, may require outside consultant resources.	Community Development Planning Division, Public Works Engineering Divisions and Parks & Community Services Dept.	
	3.7.C	Program	Develop citywide requirements for screening service entrances and equipment.	PC/3	Zoning Ordinance contains regulations requiring mechanical screening. There are not requirements to screen service entries and there is currently no budget, nor part of the current work program.	Community Development Planning Division	
	3.7.D	Program	Develop a schedule and financing plan for undergrounding power and telephone lines.	O	Designated Rule 20A monies are utilized to incorporate undergrounding projects into Capital Infrastructure Projects when major arterials are reconstructed.	Public Works Engineering Division	
	3.7.3	Policy	Encourage consistent street tree planting, other types of landscaping, and neighborhood gardens.				
	3.7.E	Program	Advertise the existence of guidelines for tree preservation, planting, and removal guidelines.	O	Ongoing.	Parks & Community Services Dept.	
	3.7.4	Policy	Where feasible, install and maintain landscape (planter) strips that separate sidewalks from the streets.				
	3.7.F	Program	Establish an adequate minimum width for landscape strips so that plant materials (especially trees) do not damage the sidewalk, curb, or gutter.	C	The Zoning Ordinance sets design standards for parking lots adjoining street property lines, including minimum widths for landscape strips.	Community Development Planning Division	
	3.7.G	Program	Modify the City's street improvement standards to accommodate landscape strips.	PC	Included in the City Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.7.5	Policy	Preserve the grid pattern of Benicia streets.			
	3.7.H	Program	Require that land use and circulation plans for property along arterials minimize the need for sound walls.	C/O	Development applications are reviewed for consistency with General Plan policies and programs. This program would apply to large-scale projects with the potential to generate considerable noise from stationary or non-stationary noise sources.	Community Development Planning Division and Public Works Engineering Division
	3.8	Goal	Preserve First Street as the community focal point of Benicia.			
	3.8.1	Policy	Design new and renovated buildings along First Street to accommodate ground level retail commercial.			
	3.8.A	Program	Develop urban design improvements to unify Solano Square with City Park and the Civic Center.	PC/1	In 2012 construction of improvements to the intersection of First Street (and Military began and were completed in early 2013); including enhanced crossings to Solano Square, installation of new sidewalk along driveway entrance to Solano Square and new bus stops. In addition, Solano Square is part of Benicia's Downtown Priority Development Area, which makes the area eligible and more competitive to receive grants for future planning endeavors.	Community Development Planning Division and Public Works Engineering Division
	3.8.2	Policy	In the transition areas east and west of First Street, encourage the adaptive re-use, rather than replacement, of existing residential structures.			
	3.9	Goal	Protect and enhance scenic roads and highways.			
	3.9.1	Policy	Preserve vistas along I-780 and I-680.			
	3.9.A	Program	Inventory scenic resources along I-780 and I-680.	3	Not part of current work program. Depending on other Department priorities, may require outside consultant resources.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.9.B	Program	Investigate and apply for State Scenic highway designation of Interstate Highways I-780 and I-680.	C	I-680 and I-780 are not eligible to be designated as a State Scenic Highway under the current Caltrans criteria. However, I-780 has been designated a "Landscape Freeway."	Public Works Engineering Division
	3.9.C	Program	Develop a sign enforcement program along the freeways.	3	Not part of the current work program. The Sign Ordinance is enforced through complaints. The Sign Ordinance is undergoing an update during 2013/2014.	Community Development Planning Division and City Attorney's Office
	3.9.2	Policy	Work with the State to complete and maintain landscaping of I-680 and I-780.			
	3.9.D	Program	Preserve the trees on the northern edge of former Pine Lake.	C/O	Trees are still present. Program would be implemented when a development application is submitted for this property. In addition, the City has adopted a Trees and Street Trees Ordinance that regulates the removal, alteration, and pruning of trees; the ordinance has a list of protected trees.	Community Development Planning Division and Parks & Community Services Dept.
	3.9.3	Policy	Orient individual building/business signage toward city streets, not toward I-780.			
	3.9.4	Policy	Develop the City's five identified gateways to provide a sense of entry and exit.			
	3.9.E	Program	Prepare land use and design guidelines to direct the nature and character of development at the city's five gateways.	3	The Planning Commission evaluated the city's gateways (2011); developed a process and recommendation to Council; for use when funding becomes available.	Community Development Planning Division
	3.9.5	Policy	Establish definable neighborhoods in future development and revitalization projects.			
	3.10	Goal	Enhance the streetscape along Military East and West.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.10.A	Program	Develop a concept and streetscape plan for Military.	PC/O	Three significant projects have been completed, or are underway: Western Gateway, Benicia High School Signal, and Downtown intermodal, all of which include improvements along this major west-east spine of Benicia.	Community Development Planning Division and Public Works Engineering Division
	3.11	Goal	Enhance the East Side.			
	3.11.1	Policy	Focus public investment toward undergrounding utilities, completing sidewalks, adding walking paths, park amenities, landscaping, and street trees on the East Side.			
	3.12	Goal	Improve the appearance of the Industrial Park.			
	3.12.1	Policy	Encourage additional attractive, quality development in industrial areas.			
	3.12.A	Program	Continue to implement and revise as necessary the Industrial Design Guidelines.	C/O	Adopted in 1989. The Planning Division routinely enforces these guidelines with industrial development applications. Wholesale revision of the guidelines is not part of the current work program and would likely require outside consultant resources.	Community Development Planning Division
	3.12.B	Program	Adopt an ordinance establishing minimum standards for outdoor storage and yard maintenance within public view.	C	Outdoor storage is regulated in the Zoning Ordinance. For yard maintenance, the City regulates through its Neighborhood Nuisance Code, Weed and Rubbish Code, Property Maintenance Code; and landscape standards require all landscaped areas to be permanently maintained.	Community Development Planning Division
	3.13	Goal	Improve urban design qualities of the waterfront and public access to the shoreline.			
	3.13.1	Policy	Enhance waterfront vistas.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.13.A	Program	Incorporate public visual areas in new development.	C/O	This is implemented at the time of application submittal. Planning staff coordinates with the Bay Conservation and Development Commission (BCDC) to ensure public access is provided as set forth in Special Area Plan No. 3: Benicia Waterfront, San Francisco Bay Plan (adopted 1977). Recent projects where the city collaborated with BCDC include: 221 First Street, and Sailor Jack's Restaurant at 123 First Street.	Community Development Planning Division
	3.13.2	Policy	Improve pedestrian amenities along waterfront streets and walkways.			
	3.13.3	Policy	Take advantage of water orientation for recreation and industrial uses.			
	3.13.B	Program	Develop a plan for public and pedestrian access to and along the waterfront and shoreline.	PC/1	Both the Downtown Streetscape Master Plan and the Special Area Plan No. 3: Benicia Waterfront, San Francisco Bay Plan provide guidance and direction to ensure public access is provided. The City recently received a grant to prepare a Urban Waterfront Enhancement Plan and consultant selection is underway. Subsequently the city staff, consultant team will solicit participation by the community through civic engagement opportunities.	Parks & Community Services Dept. and Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.13.C	Program	Complete the pathway system from Point Benicia along the entire shoreline to the intersection of West Second and G Street.	3	Not part of the current work program. May require outside resources to develop a plan and determine legal and liability issues. Projects where private walkways link to waterfront include Anderson Lane and Semple Crossing housing developments.	Community Development Planning Division
	3.13.D	Program	Use privately dedicated walkways to link to the waterfront.	3	Not part of the current work program. May require outside resources to develop a plan and determine legal and liability issues. Projects where private walkways link to waterfront include Anderson Lane and Semple Crossing housing developments.	Community Development Planning Division
	3.14	Goal	Provide a buffer between Benicia and adjacent Communities.			
	3.14.1	Policy	Continue to implement the provisions of the Tri-City and County Cooperative Plan for Agriculture and Open Space Preservation and the 1979 Benicia/Vallejo Memorandum of Understanding to Preserve the Buffer (often referred to as			
	3.15	Goal	Provide buffers throughout the community.			
	3.15.1	Policy	Preserve and protect, through a variety of methods, a pattern of open space buffers and greenbelts throughout the			
	3.15.A	Program	Identify and evaluate open spaces (by function, location, size, connectivity, and views of open space).	C/O	The City's shared GIS software with Solano County provides mapping and data capabilities for each parcel in Benicia, including all land zoned Open Space.	Community Development Planning Division and Parks & Community Services Dept

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	3.15.B	Program	Adopt an open space preservation program aimed at acquiring or assisting in acquiring rights to open space within the Planning Area.	O/3	This is not part of the current work program. Not budgeted. However, the Sky Valley Open Space Committee meets quarterly to discuss other implementation options, e.g. CA Rangeland Trust assistance with conservation easements.	Community Development Planning Division
	3.15.C	Program	Utilize existing land trusts.	O/3	Staff continues to collaborate as needed with the Solano Land Trust.	Community Development Planning Division
	3.15.2	Policy	Preserve public views of public open space and maintain existing vistas (including the Northern Area vistas) wherever possible.			
	3.15.D	Program	Where applicable, require that new developments include view corridors that allow viewing open space from public roadways and public use areas.	C/O	This program is implemented at the time of a development application.	Community Development Planning Division
	3.15.3	Policy	Avoid creating difficult-to-use residual open space in new development areas.			
	3.15.E	Program	Evaluate each proposed open space area to ensure it is large enough to meet its intended purpose.	O	Ongoing as needed.	Parks & Community Services Dept.
	3.15.4	Policy	Use open space as a buffer against natural or man-made hazards.			
	3.15.F	Program	Require open space buffers around known hazardous areas, such as the Exxon Refinery and the IT site.	C/O	The General Plan Land Use Diagram indicates a 200-foot buffer, in the form of Open Space Zoning, between lands owned by Valero and adjacent residential uses. The buffer extends from East 2nd above Tenny Drive, to the north past Rose Drive and north of the Water's End subdivision. Open Space buffers are shown around the IT site as the surrounding area is outside of the City limits.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	3.15.5	Policy	Encourage the landscaping of existing open spaces, and landscape new open spaces with native plants.			
	3.15.6	Policy	Restore and maintain natural landscapes in a natural manner.			
	3.15.G	Program	Develop a landscape master plan for open space areas.	3	Not part of the current work program. May require outside resources. This may be an unnecessary program given that open space areas already have "natural" landscaping.	Community Development Planning Division
	3.16	Goal	Preserve key land forms which separate Benicia physically and visually from adjacent communities.			
	3.16.1	Policy	Maintain visual and physical separation from Vallejo and Fairfield.			
	3.16.A	Program	Use the westernmost parcels designated as open space to provide a buffer with Vallejo.	C	Parcels along the western edge of City Limits are zoned Open Space.	Community Development Planning Division
	3.16.2	Policy	Work with Vallejo to minimize visible development along the Boundary Hills			
	3.16.3	Policy	Allow no additional access roads between Columbus Parkway and Lake Herman Road.			
	3.17	Goal	Link regional and local open spaces.			
	3.17.1	Policy	Attempt to link existing regional and local open spaces using trails and open space corridors.			
	3.17.A	Program	Acquire open space corridors that link existing regional and local open spaces, where feasible.	PC/3	Dedicated linkages exist amongst a majority of local, regional open space areas. However, there is no budget to formally acquire all of these areas; the linkages that do exist are protected through zoning land use limitations.	Community Development Planning Division
	3.17.B	Program	Construct trails in open space corridors linking regional and local open spaces.	O/3	Staff currently works with other agencies to coordinate the planning and placement of trails.	Parks & Community Services Dept.
	3.18	Goal	Protect agricultural use.			
	3.18.1	Policy	Preserve rangeland north of Lake Herman Road.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	3.18.A	Program	Investigate land trusts and other mechanisms to ensure continuity of agricultural uses in the northern portion of the Planning Area.	O/3	The Sky Valley Open Space Committee was established in 2004 to protect agricultural uses and the watershed north of Lake Herman Road through conservation easements and land acquisition. The Committee meets quarterly to discuss this issue. The Committee has worked with the California Rangeland Trust and the Solano Land Trust to ensure protection of open space, particularly in the form of conservation easements. This effort depended largely on property owner interest and consent. However, there is no interest and no budget for acquisition.	Community Development Planning Division
	3.19	Goal	Preserve and enhance habitat for special-status plants and animals.			
	3.19.1	Policy	Protect essential habitat of special-status plant and animal species.			
	3.19.A	Program	Require biological assessments in sensitive habitat areas as part of environmental review of proposed development.	C/O	The Planning Division routinely enforces this program with projects that may impact sensitive habitat areas. Typically, a separate biological report is required, which may be incorporated into an Initial Study or Environmental Impact Report.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.19.B	Program	Require retention of essential habitat for special status species. If infeasible, require adequate mitigation for loss of special status species and/or habitat in compliance with State and federal regulations.	C/O	The Planning Division routinely enforces this program with projects that may impact sensitive habitat areas. Staff routinely consults with the Department of Fish and Game and the US Fish and Wildlife Service on these types of projects regarding necessary mitigation measures to avoid or compensate for any impacts to sensitive habitats caused by the project.	Community Development Planning Division
	3.20	Goal	Protect and enhance native vegetation and habitats.			
	3.20.1	Policy	Protect native grasslands, oak woodlands, and riparian habitat.			
	3.20.2	Policy	Restore native vegetation, such as birch grasses and oaks, wherever possible for open spaces of existing developed			
	3.20.A	Program	Encourage community groups to carry out native plant restoration efforts.	3	The California Native Plant Society, Solano County Chapter, "Willis Linn Jepson" is active in the efforts of native plant restoration throughout Solano County. They maintain the Forrest Deaner Garden located at the State Recreation Area and they do native planting. A comprehensive program with funding is not part of the current work program. May require outside resources.	Community Development Planning Division and Parks & Community Services Dept.
	3.20.B	Program	Limit the loss of native vegetation or require mitigation, or both.	C/O	Planning staff routinely enforces this program with projects that may remove vegetation.	Community Development Planning Division
	3.20.C	Program	Require native and compatible non-native plant species, especially drought-resistant species, to the extent possible in landscaping new development and public areas.	3/O	The City does not have mandates to require plants to be native/drought-tolerant; however, staff routinely recommends this as part of the development review process.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.20.3	Policy	Encourage preservation of existing trees. Especially preserve and protect mature, healthy trees whenever practicable, particularly where such trees are of significant size or are of significant aesthetic value to the immediate vicinity or to			
	3.20.D	Program	Strive to incorporate existing mature, healthy trees into proposed developments.	C/O	The Planning Division routinely enforces this program with projects that may impact mature trees. In the event trees must be removed, replacement trees are a required condition of approval. In addition, the City has a Trees and Street Trees Ordinance that requires a Tree Removal Permit and complete compliance with the Ordinance.	Community Development Planning Division
	3.20.4	Policy	Require protection of movement corridors.			
	3.20.E	Program	Require preservation of open space corridors between Lake Herman, Sulphur Springs Mountain, the Northern Area, the northeast hills, the Benicia State Recreation Area, and the marshlands east of I-680.	3	Not part of the current work program. May require outside resource, including legal counsel. Would require land purchase or purchase of conservation easements to secure corridors.	Community Development Planning Division
	3.21	Goal	Permanently protect and enhance wetlands so that there is no net loss of wetlands within the Benicia Planning Area.			
	3.21.1	Policy	Encourage avoidance and enhancement of sensitive wetlands as part of future development.			
	3.21.A	Program	Continue to require wetland delineation and mitigation as part of environmental review of proposed development.	C/O	The Planning Division routinely enforces this program with projects that may impact wetlands. Staff consults with Department of Fish and Game and the US Fish and Wildlife Service on these types of projects regarding necessary mitigation measures to avoid or compensate for any impacts to wetlands caused by the project.	Community Development Planning Division
	3.21.2	Policy	Require replacement for wetlands eliminated as a result of development at a higher wetlands value and acreage than the area eliminated.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.21.B	Program	Continue to coordinate with the California Department of Fish and Game, United States Fish and Wildlife Service, and the United States Army Corps of Engineers in reviewing proposed wetland modifications.	C/O	Staff routinely consults with these entities on applicable projects.	Community Development Planning Division
	3.21.3	Policy	Encourage development of a Suisun Marsh interpretive center near the I-680/Lake Herman Road interchange.			
	3.21.C	Program	Work with responsible agencies to develop the Suisun Marsh interpretive center near Lake Herman Road and I-680.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division and Parks & Community Services Dept
	3.21.4	Policy	Restore and increase marshland areas.			
	3.21.D	Program	Prepare a Local Protection Program (LPP) for the portion of the Suisun Marsh Secondary Management Area within the Benicia General Plan Planning Area.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division
	3.21.E	Program	Identify small wetlands and require their protection, restoration, and enhancement as part of open space dedication in proposed development and in citywide open space improvements.	C/O	Staff routinely enforces this program with any development application that may affect wetlands. Similarly, if a wetland were in an area being dedicated for open space, it would be preserved and protected. If this program requires a separate study to identify wetlands, a consultant would need to be retained.	Community Development Planning Division
	3.22	Goal	Preserve water bodies.			
	3.22.1	Policy	Avoid development that will degrade existing lakes and streams.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	3.22.A	Program	Require that all development in watersheds flowing into lakes and unchannelized streams include features to preserve run-off water quality.	C/O	Staff routinely enforces this program with development applications and if necessary, require preparation of a Stormwater Pollution Prevention Plan, including incorporating Best Management Practices.	Community Development Planning Division
	3.22.B	Program	Require a minimum setback of 25 feet from the top of bank of streams and ravines. Do not allow development within the setback.	C/O	City Council passed Ordinance 01-6 in 2001 making this a requirement in the Zoning Ordinance, BMC 17.70.340.	Community Development Planning Division
	3.23	Goal	Preserve Lake Herman as a municipal water resource.			
	3.23.1	Policy	Ensure the biological, chemical, and physical integrity of Lake Herman.			
	3.23.A	Program	Continue to monitor water quality in Lake Herman and at upstream sources of potential pollution.	O	Ongoing.	Public Works Water Quality Division
	3.23.2	Policy	Prohibit uses that would adversely affect water quality (such as motorized boats or swimming).			
	3.24	Goal	Protect watersheds.			
	3.24.1	Policy	Identify the Benicia watersheds to preserve.			
	3.25	Goal	Conserve and, where appropriate, develop the mineral resources of regional significance within the Planning Area.			
	3.25.1	Policy	Maintain in open space the mineral resource area of regional significance designated on Sulphur Springs Mountain until a mineral resource extraction and reclamation plan that addresses all potentially significant impacts of extraction has been approved by the responsible agencies.			
3.26	Goal	Minimize environmental impacts of mineral production.				
3.26.1	Policy	Minimize exposure of the quarry face from residential areas.				
3.26.2	Policy	Allow extraction of mineral resources within the Planning Area but beyond the currently permitted quarry area on Sulphur Springs Mountain, only upon approval by the appropriate agencies.				
3.26.3	Policy	Maintain a variable ridgeline and natural landform representative of the scenic character of the Planning Area.				
3.26.A	Program	Work with adjacent jurisdictions to establish mineral resource management measures.	O/3	The City reviews and responds to projects within its Planning Area and recently has collaborated with Solano County to review and comment on the proposed Syar Quarry Expansion project.	Community Development Planning Division	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	3.26.4	Policy	Prohibit extraction of mineral resources outside the State-designated mineral resource area, and permit extraction of mineral resources inside the State-designated mineral resource area only if applicable policies, mitigation measures, performance standards, rules, and regulations are met.			
	3.26.5	Policy	Require mitigations, setbacks, buffers, and screening.			
	3.26.6	Policy	Require that residential buildings to be constructed within 2,000 feet of the ultimate mineral extraction boundary be analyzed by a qualified engineer to ensure economically feasible measures that minimize the amplification of ground			
Energy	3.27	Goal	Improve energy efficiency.			
	3.27.1	Policy	Promote energy conservation in all new development and during rehabilitation of existing homes.			
	3.27.A	Program	Distribute information on weatherization and energy conservation.	C/O	Brochures published by PG&E are currently available at the Planning, Building, and Engineering Counter.	Community Development Planning and Building Divisions
	3.27.B	Program	Implement State energy conservation requirements in new housing.	C/O	The Building Division requires compliance with these requirements for all building permit applications. The California Green Building Standards Code, 2010 Edition, was adopted by reference in Title 15 of the Municipal Code in 2010.	Community Development Building Division
Healthy Community	4.1	Goal	Make community health and safety a high priority for Benicia.			
	4.1.1	Policy	Strive to protect and enhance the safety and health of Benicians when making planning and policy decisions.			
	4.1.2	Policy	Promote a wide range of health-related services.			
	4.1.A	Program	Develop a citizen input planning process with the Human Services Fund Board to address locally identified community health and health-related concerns.	O	Ongoing.	City Manager's Office
	4.1.3	Policy	All City departments should attempt to address the underlying causes of health, social, and safety issues.			
	4.1.B	Program	Promote measurable health goals and work with health-related agencies to monitor their implementation.	3/O	Developed on an as needed basis with city employees.	Human Resources Division
	4.1.4	Policy	Compile available information pertinent to the health and safety of Benicians.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead	
Healthy Community	4.1.C	Program	Require the Human Services Fund Board to report annually to the City Council and public on the health, well-being, and safety of the community, along with recommendations for improvements.	O	To be reviewed.	City Manager's Office	
	4.1.5	Policy	Clarify City role in providing health services.				
	4.1.D	Program	Inventory health needs, identify holes in the network, and focus on those issues not being addressed.	3/O	Day-to-day basis with city employees.	Human Resources Division	
	4.1.E	Program	Delegate a formal group (e.g., Human Services Fund Board) to be responsible for community health promotion, and require the group to coordinate with a broad range of community representatives.	O	Ongoing.	City Manager's Office	
	4.1.F	Program	Expand the role of the City staff person liaison to the Human Services Fund Board, as needed to support additional tasks assigned to the Board.	O	Ongoing.	City Manager's Office	
	4.2	Goal	Improve access to medical, mental health, and social services for all Benicians, including the elderly and low-income.				
	4.2.1	Policy	Fully utilize and coordinate available resources and efforts through the City's Human Services Fund Board and other governmental and non-governmental agencies.				
	4.2.A	Program	Work with existing health care providers, neighboring cities, and the county, State and federal governments.	3/O	On an as-needed basis.	Human Resources Division	
	4.2.B	Program	Provide and maintain affordable transportation services to and from health facilities (in and out of town), especially for the elderly and disabled.	C/O	Benicia's Paratransit Service provides transit within Benicia and to transfer stations for travel outside of Benicia; in addition this service offers a medical shuttle on Tuesdays and Thursdays for travel to Sutter Solano and Kaiser medical facilities.	City Manager's Office	
	4.3	Goal	Attract additional health services to Benicia.				
	4.3.1	Policy	Promote preventive health care in line with the Child and Adult Preventive Care Guidelines published by the US Public Health Service (1994).				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	4.3.A	Program	Support the development of a "Center for Human Services".	O	To be reviewed.	City Manager's Office
	4.3.2	Policy	Evaluate the need for and feasibility of new medical facilities in Benicia including a branch of the County Health and Social Services Department.			
	4.3.B	Program	Promote prenatal care, health care for children, teen activities, education and counseling, and intergenerational activities.	O	Several health-related/nutritional courses offered by Community Services.	Parks & Community Services Dept.
	4.3.C	Program	Investigate the feasibility of utilizing existing City buildings to deliver health-related services, and expand the scope of the buildings' uses in conjunction with established neighborhood groups.	C	The new Community Center (formerly Mills Elementary School) offers CPR classes, a myriad of physical fitness courses, and nutritional/healthy cooking classes to the community.	City Manager's Office
	4.3.3	Policy	Promote establishment of demonstration gardens at schools, churches, fire stations, and other sites.			
	4.3.D	Program	Consider utilizing vacant City property for gardening of fruits and vegetables.	O	Since 2000, the City has had a lease agreement with Heritage Presbyterian Church to allow the Swenson Community Garden to be worked and managed by Benicia Community Gardens, Inc.	City Attorney's Office
	4.4	Goal	Reduce the incidence of substance abuse and strive for a drug-free community.			
y Community	4.4.1	Policy	Support the development of the education of all age groups in the prevention of substance abuse.			
	4.4.A	Program	Include law enforcement, the School District, and proprietors of nicotine, alcohol, and prescription drugs in planning and operating substance abuse prevention programs.	O	The department works with Benicia High School's Friday Night Live group to conduct education and "sting" operations to reduce the availability of ATOD and works with Solano County's ATOD Reducing Rates Strategic Plan	Police Dept.
	4.4.B	Program	Identify at-risk populations and work to develop programs and services to address their needs.	O	Implementation through Family Resource Center and a family intervention counselor to work with at-risk families.	Police Dept.
	4.4.2	Policy	Promote safe driving by youth.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Health	4.5	Goal	Establish after-school programs and other constructive activities for youth.			
	4.5.A	Program	Work with the School District on appropriate after-school youth activities.	C	Ongoing.	Parks & Community Services Dept.
	4.6	Goal	Prevent and reduce crime in the community.			
	4.6.1	Policy	Encourage building designs that help to reduce crime.			
	4.6.A	Program	Review the design of new and rehabilitated buildings for ways to increase resident safety.	O	Staff attends Project Review Group meetings scheduled by the Planning Division to review proposed projects. Police Officer(s) provided training in "Crime Prevention Through Environmental Design" (CPTED).	Police Dept. and Community Development Dept.
	4.6.2	Policy	Develop a corrective action plan to deal with high crime areas.			
	4.6.B	Program	Strengthen and expand neighborhood watch programs. Include businesses.	O	Along with the Volunteer Neighborhood Watch Coordinator, an officer has become a member of the Benicia Community Core Council and combining Benicia's Neighborhood Watch Groups with the Benicia Emergency Response Team (BERT) members. The officer also works with the Benicia Chamber of Commerce on the business watch program.	Police Dept.
	4.6.C	Program	Promote the education of citizens on how not to be a victim.	O	A police officer continues to work on an email system that would alert Neighborhood Watch, Business Watch, and BERT members to current crime trends and crime prevention tips.	Police Dept.
	4.6.3	Policy	Maintain an adequate officer-to population ratio in all areas, as approved by the City Council.			
	4.7	Goal	Ensure that existing and future neighborhoods are safe from risks to public health that could result from exposure to hazardous materials.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.7.1	Policy	Actively recruit industries and businesses that sustain environmental quality and have sound, responsible environmental practices and policies, such as "best available control technology" (BACT), source reduction, reduced use of hazardous materials in production, and reduced waste.			
	4.7.2	Policy	Establish a "Community Right-to-know" program to promote general public understanding of Benicia's toxics problems as they affect current and future generations.			
	4.7.A	Program	Using documents that are already publicly available, make available in the Library a list of all known contaminated sites in Benicia, their chemical contents and conditions, and how contamination occurred.	C	As authorized by the City Attorney, records for sites where issues have been resolved were withdrawn from the library collection in 2008. The City maintains its website; documents can be accessed by the public. Free computer access and wireless access is available at the Library.	City Attorney's Office and Library Dept.
	4.7.B	Program	Provide readers with easy directions on how to access information about contaminated sites in Benicia.	O	As authorized by the City Attorney, records for sites where issues have been resolved were withdrawn from the library collection in 2008. The City maintains its website; documents can be accessed by the public. Free computer access and wireless access is available at the Library.	Library Dept.
	4.7.C	Program	Consider establishing an ad hoc environmental task force to collect and disseminate information on environmentally sensitive sites in Benicia.	3	Not part of the current work program. No budget.	Community Development Dept.
	4.7.D	Program	Identify, inventory, and then update sources of hazards in Benicia.	O	Joint jurisdiction with Solano County Environmental Management. Part of the fire code inspection program and County program.	Fire Dept.
	4.7.E	Program	Assess and evaluate Benicia's preparedness to respond to hazard emergencies.	O	Continual evaluation of response priorities by the Fire Department.	Fire Dept.
	4.7.3	Policy	Protect existing and future development from contaminated sites, hazardous landfill waste and debris, chemical spills, and other hazards including unexploded ordnance and explosive waste.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.7.F	Program	Work with state and federal agencies to require that unauthorized hazardous substances be removed from neighborhoods or that other appropriate measures are taken to ensure that such substances do not present health risks to the neighborhood.	O	The Fire Department is involved as requested. An example would be the Dept.'s involvement in the cleanup of the Tourtelot property.	Fire Dept.
	4.7.4	Policy	Promote enforcement of regulatory requirements over the entire term of monitoring of identified hazardous sites within the City Limits, especially sites located in residential neighborhoods and near school playing fields and parks.			
	4.7.5	Policy	Require that all sites known or suspected to have unexploded ordnance and/or a toxic history be tested and remediated before any development can occur.			
	4.7.6	Policy	Prohibit residential development on any land formerly operated as landfill or dump, including land formerly owned or used by the military for military wastes, until the waste and contamination is removed with proper agency oversight, or remediated as required by the appropriate regulatory agencies.			
	4.7.7	Policy	Where environmental testing has been required by State regulatory agencies but is not yet completed withhold City approvals for site grading and other construction activities until a site evaluation is available that provides a reasonable basis for determining that it is safe to commence such activities.			
	4.8	Goal	Protect sensitive receptors from hazards.			
	4.8.A	Program	Identify sensitive receptors in the community and develop methods of protection.	3	Not part of the current work program. May require consultant resources and partnership with other public agencies. Note: Page 175 of the General Plan identifies major sensitive receptors in the community with regards to noise exposure.	Community Development Planning Division
	4.8.B	Program	Establish guidelines to separate sensitive receptors from those who carry, use, process, store or generate hazardous material, including ordnance.	O	Implemented through fire code enforcement program.	Fire Dept.
	4.8.1	Policy	Evaluate potential hazards and environmental risks to sensitive receptors before approving development.			
	4.9	Goal	Ensure clean air for Benicia residents.			
4.9.1	Policy	Establish whether a significant air pollution problem exists in Benicia and the City's role in resolving it.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.9.A	Program	Prepare a review of existing air quality information and data sources, the quality and extent of this data, and existing regulatory requirements.	PC/O	In 2007, the City Council authorized a baseline emissions inventory, a forecast, and adopted emission reduction targets. In 2009, a Climate Action Plan (CAP) was adopted by the Council; it contains strategies to reduce greenhouse gas emissions at both city and community-wide levels.	Community Development Planning Division
	4.9.B	Program	Consult with the staff of the BAAQMD and prepare recommendations for actions that the City will take to reduce identified air quality problems toward meeting ambient air quality standards.	PC/O	Excellent air quality is overarching goal in the Climate Action Plan. A 2003 Settlement Agreement with Valero Refinery required Valero to conduct specific air quality monitoring; a 2010 Amendment to that agreement requires continuing/additional monitoring; reports are generated by Valero and Valero Advisory Panel. Currently, a re-inventory of greenhouse gas emissions is underway; another inventory will be done in or by 2020 at the latest.	Community Development Planning Division
	4.10	Goal	Support improved regional air quality.			
	4.10.1	Policy	Support implementation of Bay Area Clean Air Plan.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.10.A	Program	Coordinate air quality planning efforts with other local, regional, and State agencies.	O	With the passage the Global Warming Solutions Act (AB32), and specifically with SB375 (Sustainable Communities Strategy and Climate Protection Act), the Planning Division closely coordinates regional planning efforts with ABAG/MTC, specifically in preparing a Sustainable Communities Strategy for the 9 county Bay Area. The City participated in programs offered by ABAG/MTC, such as FOCUS and the designation of (two) Priority Development Areas. The City supports the reduction of greenhouse gas emission and does it part through sustainable planning. In addition, the City adopted a Climate Action Plan and implementation is underway.	Community Development Planning Division
	4.10.B	Program	Require that projects with identified significant air quality impacts include all feasible mitigation measures needed to reduce impacts to less than significant levels.	C/O	Staff routinely enforces this program with any development application by requiring the development to comply with and provide Best Available Management Practices. An example of this is the extensive air quality mitigations required of the Valero VIP project.	Community Development Planning Division
	4.10.2	Policy	Encourage designs and land use strategies that reduce automobile use and promote mixed use, jobs/housing balance, telecommuting, bicycle, and pedestrian facilities, and transit.			
	4.11	Goal	Minimize harm from geologic hazards.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.A	Program	Require geotechnical engineering reports to address site stability and building foundation integrity for projects involving substantial grading.	O	Staff requires on an as needed basis.	Community Development Planning Division and Public Works Engineering Division
	4.11.B	Program	Develop guidelines for site-specific geologic and geotechnical reports.	3	Regulated by the Subdivision Map Act and local standards. Recommended for the FY2011/2013 budget.	Public Works Engineering Division
	4.11.C	Program	Require peer review of geotechnical engineering reports if it is determined that City staff does not have the technical expertise to review such reports.	O	Staff requires on an as needed basis.	Community Development Planning Division and Public Works Engineering Division
	4.11.D	Program	Prepare a planning-level geologic hazards map of the Planning Area as needed.	C/3	Not part of the current work program. May require outside resources. However, FEMA's HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online.	Community Development Planning Division and Public Works Engineering Division
	4.11.E	Program	Update the geologic hazards map as new information becomes available.	C/3	Not part of the current work program. May require outside resources. However, FEMA's HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.F	Program	Develop a Planning Area data base of geologic information for use when making planning decisions and as a resource for the community.	C/3	Not part of the current work program. May required outside resources. However, FEMAs HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online.	Community Development Planning Division and Public Works Engineering Division
	4.11.G	Program	Continue and expand the Unreinforced Masonry Building Program (URM).	3	Chapter 15.60 of the Municipal Code describes the measures taken by the City to identify URM buildings within the City and the URM owners' required responsibilities to inform future tenants, owners, and occupants. This section of the Code was incorporated in 1989. No requirements to retrofit buildings. The 2010 CA Building Code addresses requirements for voluntary retrofits or triggered when certain occupancy classifications are changed. Expansion of this program is not budgeted nor part of work program.	Community Development Building Division
	4.11.H	Program	Consider financial assistance for retrofitting of unreinforced masonry buildings.	3	No budget, not part of work program.	Community Development Building Division
	4.11.1	Policy	Promote public awareness of earthquake-related hazards and safety that includes training the populace to provide stop-gap emergency services following earthquakes.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.1	Program	Consider implementing a citizen earthquake response system based on the San Francisco model.	O	The Fire Department manages the Benicia Emergency Response Teams. See www.beniciacc.org/bert . This is a current and active community outreach program; since 2001. Has trained over 500 residents. Community classes are offered.	Fire Dept.
	4.12	Goal	Accommodate runoff from existing and future development.			
	4.12.1	Policy	Regulate runoff from new development so that post-development site peak flow rates are no greater than pre-development levels.			
	4.12.2	Policy	Upgrade existing drainage facilities as necessary to correct localized drainage problems.			
	4.12.3	Policy	Ensure that new development pays its fair share cost of drainage system improvements.			
	4.12.A	Program	Prepare a new citywide storm drain master plan.	3	Funding not available	Public Works Engineering Division
	4.12.B	Program	Adopt a combination of drainage improvement fees and other mechanisms to fund drainage improvements.	C	Revised inspection fees were adopted in 2009.	Public Works Engineering Division and Community Development Building Division
	4.12.C	Program	Accelerate implementation of the existing Storm Drain Master Plan.	C	City Council approved the creation of a storm improvement fund for implementation of storm water management plan and the construction of needed drainage system improvements. Funding not available for new projects.	Public Works Engineering Division
	4.12.4	Policy	Where practicable, discourage the use of storm drain systems, and promote stormwater management strategies which maximize opportunities for absorption of rainfall, overland conveyance of runoff, non-reservoir surface storage, and other measures that reduce development-induced impacts on peak flow rates.			
	4.13	Goal	Prevent property damage caused by flooding.			
4.13.1	Policy	Continue to implement the floodplain management policy currently followed by the City.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.13.A	Program	Require all potential developers in the Sulphur Springs Creek floodplain to provide flood hazard mitigation measures that ensure the subject properties are not at risk of flooding during the FEMA-designated 100-year base flood.	C/O	Staff routinely enforces this program and would require any development occurring in this area to be built (i.e. raised) above the floodplain.	Community Development Planning Division
	4.13.2	Policy	Promote non-structural solutions to flood problems, where feasible.			
	4.13.B	Program	Where appropriate, promote the use of stormwater retention basins rather than standard engineering modifications to natural channels.	C/O	Staff routinely enforces this program with applicable development applications. On-site filtration is the preferred methodology. The City operates under the Water Board's Phase II Permit.	Public Works Engineering Division and Community Development Planning Division
	4.13.C	Program	Encourage use of meandering drainage channels in all new developments and wherever channels are replaced.	C/O	Staff considers this option as part of its review of development applications. On-site filtration is the preferred methodology. The City operates under the Water Board's Phase II Permit.	Public Works Engineering Division and Community Development Planning Division
	4.14	Goal	Prevent ground and surface water contamination.			
	4.14.A	Program	Inform businesses and the public of current technology and standards for preventing ground and surface water contamination, and regulations governing hazardous material use, storage, and disposal, plus agency reporting requirements.	O	Ongoing.	Public Works Water Quality Division
	4.14.B	Program	Continue to communicate with State, regional, and local agencies and legislatures to relay information on Benicia's current and potential water quality contamination concerns, particularly regarding hazardous waste sites, existing and closed landfills, new and existing waste-generating industries and commercial operations, and City waste disposal and water/sewage treatment facilities.	O	Ongoing.	Public Works Water Quality and Wastewater Divisions

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.14.1	Policy	Implement non-point source pollution strategies.			
	4.14.C	Program	Provide information to the public on provisions of the City's Stormwater Pollution Prevention Plan (SWPPP) program and preparation of SWPPPs for all construction projects of five acres or more. Implement Best Management Practices (BMPs) for stormwater runoff and erosion controls for all development.	O	Implemented through the Storm Water Master Plan. In addition, the Community Development Department is responsible for distributing information to applicants of all development projects.	Public Works Water Quality and Wastewater Divisions and Community Development Dept
	4.14.D	Program	Conduct an outreach program to industry and residents on how to reduce storm water-related pollution.	O	Implemented through the Storm Water Master Plan.	Public Works Engineering Division
	4.15	Goal	Reduce fire hazards.			
	4.15.1	Policy	Promote the creation and maintenance of natural and artificially constructed firebreaks between development and open space areas through the use of fire resistive landscaping, weed abatement, disking, and other methods.			
	4.15.A	Program	Develop a Fire Hazards Response Plan for the urban wild land interface area.	C	The response to urban/wildland areas was modified in 2009.	Fire Dept.
	4.15.B	Program	Conduct a fire-hazard outreach program to neighborhood groups, the elderly, and the handicapped.	O	In April/May 2010 the Fire Dept. hosted a Fire Wise Workshop.	Fire Dept.
	4.15.C	Program	Continue and expand routine fire inspections for businesses for compliance with the Uniform Fire Code and the California Fire Code.	O	Member of Fire and Life Safety Division along with a company inspection program conduct fire and life safety inspections.	Fire Dept.
	4.15.D	Program	Continue the yearly weed abatement program.	O	This program is administered by the Fire Dept.	Fire Dept.
	4.15.2	Policy	Promote the use of fire-resistant landscaping in public and private developments.			
	4.16	Goal	Require hazardous materials and hazardous waste management handling and disposal procedures that are protective of human health and the environment.			
	4.16.1	Policy	Support the Solano County Hazardous Waste Management Plan and its goals, policies, and implementation guidelines for hazardous waste reduction, hazardous waste facility siting, hazardous waste handling and disposal, public education and involvement, and program coordination with regulatory requirements.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.16.A	Program	As part of the permitting process, ensure that the County reviews the design and operating plans for handling and disposal of hazardous wastes for existing and proposed new businesses.	O	Joint jurisdiction with Solano County Environmental Management.	Fire Dept.
	4.16.B	Program	Contact the Solano County Environmental Management Department annually to confirm that hazardous waste generators in Benicia have been granted permits for handling hazardous substances in compliance with federal and State laws, that they dispose of their wastes in accordance with applicable laws, and that they have filed Hazardous Materials Management Plans and Risk Management and Prevention Plans.	O	Joint jurisdiction with Solano County Environmental Management.	Fire Dept.
	4.16.C	Program	Continue reviewing monitoring records for new and existing hazardous waste storage areas for compliance with federal and State law.	O	Joint jurisdiction with Solano County Environmental Management. The Fire Dept. works closely with County staff through inspections of these sites.	Fire Dept.
	4.16.2	Policy	Continue, promote, and expand the City's Household Hazardous Waste Program.			
	4.16.D	Program	Promote use of Benicia's and Pacheco's [now Allied Waste Industries] "drop-off" facilities.	O	The City Manager's Office administers this program and works in conjunction with the Fire Dept. and Allied Waste Industries.	Fire Dept. and City Manager's Office
	4.16.3	Policy	Control water runoff that comes from hazardous substance handling or that enters hazardous substance handling areas.			
	4.16.E	Program	Investigate the potential for the collection and testing of industrial area surface runoff prior to discharge to prevent discharge of hazardous substances into the environment.	O	Part of the City's Storm Water Management Program.	Public Works Engineering Division
	4.17	Goal	Minimize hazardous waste generation.			
	4.17.1	Policy	Ensure enforcement of Title 22, §67100 of the California Code of Regulations regarding preparation and implementation of source reduction plans by hazardous waste generators.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.17.A	Program	Contact the Solano County Environmental Management Department each September to confirm that new businesses have filed their source reduction plans, if applicable.	O	In cooperation with Solano County Environmental Management.	Fire Dept.
	4.17.B	Program	Situate all new hazardous material storage and handling areas to minimize the possibility of environmental contamination in the event of an accidental spill.	O	Through the Fire Dept.'s inspection program and in cooperation with Solano County Environmental Management.	Fire Dept.
	4.17.C	Program	Enclose areas where hazardous liquids are handled to minimize any rain or moisture coming into contact with hazardous substances.	O	Through the Fire Dept.'s inspection program.	Fire Dept.
	4.18	Goal	Ensure the proper and thorough clean-up of hazardous waste sites including the Rose Drive/Braitto landfill area.			
	4.18.1	Policy	Monitor and participate in the remedial planning process for major hazardous waste sites within the City and monitor implementation of any selected remedial actions to ensure that human health and the environment are protected			
	4.18.A	Program	Continue to work with the California Department of Toxic Substances Control (DTSC) to expedite the proper and thorough clean-up of waste in the Rose Drive area.	C	Cleanup of Rose Drive was completed in 2002.	City Attorney's Office
	4.19	Goal	Ensure the best possible closure of IT, considering the long-term health effects upon sensitive receptors in the community.			
	4.19.A	Program	For the IT site, continue to communicate Benicia's position that the only acceptable closure plan is a groundwater-divide-based alternative (i.e., a closure plan based on removing waste and contamination that lie outside the main site drainage).	O/2	The City continues to retain an outside consultant who serves as the City's liaison for monitoring, and oversees IT operations.	Public Works Dept.
	4.20	Goal	Reduce health and safety hazards associated with hazardous materials users, hazardous waste generators, and hazardous waste disposal sites and toxic air contaminants.			
	4.20.1	Policy	Establish buffer zones between sensitive land uses and those land uses which involve the significant use, storage, or disposal of hazardous materials, hazardous waste, or toxic air contaminants.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.20.A	Program	Maintain and designate land along East Second Street for nonresidential purposes.	C	Lands west of East 2nd are within the Limited Industrial Zoning District and further bounded by land zoned Open Space, which serves as a buffer. Lands to the east of East 2nd Street are within the General Industrial Zoning District, which meets the City Limit Line.	Community Development Planning Division
	4.20.B	Program	Follow siting criteria for Treatment, Storage, and Disposal (TSD) facilities contained in the Solano County Hazardous Waste Management Plan. (22 California Code of Regulations (CCR)§66260-18; State Health and Safety Code §25201.)	O	Joint jurisdiction with Building Division and Solano County Environmental Management	Fire Dept.
	4.20.C	Program	Evaluate the potential for requiring risk assessment for any new TSD facility, and if indicated by the risk assessment, require a larger buffer zone that will be protective of human health.	O	Joint jurisdiction with Building Division. If an application for a TSD facility is received by the City, it would be routed to the various involved City departments for review and comment. During this stage of the application review process, environmental review and the need for a formal risk assessment would be determined. Mitigations to remedy environmental impacts or reduce the degree of risk to the community would be imposed as conditions of project approval.	Fire Dept.
	4.20.D	Program	Review building applications for any proposed Treatment, Storage, and Disposal (TSD) facilities to ensure that the requirements of the Solano County Hazardous Waste Management Plan are met.	O	Implemented through fire code enforcement program.	Fire Dept.
	4.20.E	Program	Coordinate with Solano County Environmental Management Department to ensure enforcement of community Right-to know laws (Chapter 6.95 of the Health and Safety Code §25500, et seq.).	O	Ongoing.	Fire Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.20.F	Program	Enforce the Hazardous Waste Property and Border Zone Property Law (Health and Safety Code, Article 11, §25520 through §25241).	O	Joint jurisdiction with the Building Division	Fire Dept.
	4.21	Goal	Reduce significant hazards associated with pipelines, and high voltage transmission lines.			
	4.21.A	Program	Continue to implement existing adopted policies governing development near pipelines.	C/O	Staff routinely enforces this program with any development application in the vicinity of either the Valero Refinery pipelines or the City's water transmission line. Examples of this are the conditions imposed by the City on the Kinder Morgan Pipeline project, a portion of which was located adjacent to the City's water transmission line.	Community Development Planning Division
	4.21.B	Program	Set back all residential uses, schools, and public buildings at least 150 feet from the edge of 230 kilovolt electric transmission line easements.	C/O	The City Council adopted Ordinance 01-6 in 2001 setting this standard in place within the Zoning Ordinance, 17.70.330.	Community Development Planning Division
	4.22	Goal	Update and maintain the City's Emergency Response Plan.			
	4.22.1	Policy	Provide an early community alert and notification system and safe evacuation plan for emergency incidents.			
	4.22.A	Program	Provide the public with information and training on what to do until help arrives in emergency situations.	O	Part of the community outreach program and Benicia Emergency Response Training (BERT)	Fire Dept.
	4.22.B	Program	Develop a siren system to alert and notify the community in an emergency.	C	The City installed the CAN system in February 2001. Two additional sirens were located and installed in 2004 along with other miscellaneous upgrades.	Fire Dept.
	4.22.C	Program	Request voluntary donations from identified sources of hazards to implement the Emergency Response Plan.	C	The City installed the CAN system in February 2001; includes CAN system support.	Fire Dept.
	4.22.D	Program	Consider a City radio station to inform residents in the event of an emergency.	C	The City completed this in February 2001.	Fire Dept.

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	4.22.2	Policy	Develop at least two exit routes, where feasible, for new developments. One of the exits could be a pedestrian route.			
	4.22.3	Policy	Provide the public with information on specified emergency evacuation routes.			
	4.22.E	Program	Provide an evacuation route from the Arsenal in addition to Military East.	3	Joint jurisdiction with Police Dept.	Fire Dept.
Noise	4.23	Goal	Reduce or eliminate the effects of excessive noise.			
	4.23.1	Policy	Evaluate the compatibility of proposed projects with respect to existing and future transportation noise levels by utilizing Tables 4-3 and 4-4.			
	4.23.A	Program	Investigate and implement techniques to reduce traffic noise.	O	Part of the City's Traffic Calming Program.	Public Works Engineering Division
	4.23.2	Policy	Use noise dampening building standards, site design, landscaping, and setbacks instead of sound walls, wherever possible.			
	4.23.3	Policy	Use available techniques such as building insulation, berms, building design and orientation, buffer yards, and staggered operating hours to minimize noise at the source.			
	4.23.4	Policy	Control development of noise-sensitive land uses in areas exposed to existing or projected noise which exceed the levels specified in Tables 4-3 and 4-4 unless the project includes specific, effective mitigation measures to reduce interior and exterior noise levels to those specified in Tables 4-3 and 4-4.			
	4.23.B	Program	Investigate conditioning construction of live/work units with a requirement to record a "notice of special restrictions" which would acknowledge the noisy nature of existing adjacent industrial uses.	O	Staff routinely supports this program with any development application in or next to industrial areas. For example, the owner of the bed and breakfast on Jefferson Street signed and recorded such acknowledgement. Also it was a condition of approval for the Yuba Heights 7-lot subdivision.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Noise	4.23.5	Policy	Accommodate roadway improvement projects for build-out of the General Plan by recognizing that existing noise-sensitive uses may be exposed to increased noise levels from roadway repairs, increased traffic, and increased travel speeds. When it is not practical to reduce traffic noise levels to those in Table 4-4, the following criteria will be used as a test of significance for the environmental review of roadway improvement projects: (a) Where existing noise levels are less than 60 dB Ldn at the outdoor activity area of a noise-sensitive use, a 5 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant; (b) Where existing noise levels range between 60 and 65 dB Ldn at the outdoor activity area of a noise-sensitive use, a 3 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant; and (c) Where existing noise levels are greater than 65 dB Ldn at the outdoor activity area of a noise-sensitive use, a 1.5 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant.			
	4.23.C	Program	If needed, revise the City's noise ordinance and consider incorporating the noise level performance standards in Table 4-4.	3	Not part of the current work program. May require outside consultant resources to identify if needed, and to revise the standards.	Community Development Planning Division
	4.23.6	Policy	Attempt to reduce noise in areas already highly impacted by excessive noise.			
	4.23.D	Program	Identify sources of noise in the community (such as flight patterns, construction noise, traffic, railroads, industrial, and amplified sound). Develop measures to reduce excessive noise to acceptable levels.	C/O	The Noise Element of the General Plan identified noise sources and established standards for maintaining acceptable noise environments for existing and new development. Title 24 (2010 CA Building Code Section 1207) addresses noise between shared tenant spaces in attached units by requiring sound transmission measures to be installed between units to reduce noise from neighbors. In addition, there are requirements (CBC 1207.11) for exterior sound transmission control from sources such as highways and airports.	Community Development Planning and Building Divisions

ANNUAL ELEMENT PROGRESS REPORT
2007-2014 Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction City of Benicia
Reporting Period 1/1/2012 - 12/31/2012

Table A
Annual Building Activity Report Summary - New Construction
Very Low-, Low-, 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	5a	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	Est. # Infill Units*	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	
455 West I Street	SF	O				1	1			1	
(9) Total of Moderate and Above Moderate from Table A3 ▶▶▶			0	0	0						
(10) Total by income Table A/A3 ▶▶						1	1				
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. Units 5+	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate						0	

* Note: This field is voluntary

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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				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	147											147
	Non-deed restricted												
Low	Deed Restricted	99											98
	Non-deed restricted						1					1	
Moderate	Deed Restricted	108											108
	Non-deed restricted												
Above Moderate		178	82			19	1	1				103	75
Total RHNA by COG. Enter allocation number:		532				19	2	1				104	428
Total Units ▶ ▶ ▶			82										
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

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

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Table C
Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.01	Work/Coordinate with Housing Authority	2007-2014	Ongoing
Program 1.02	Support the Benicia Housing Authority in their administration of the Section 8 housing voucher program	2007-2014	Ongoing; when eligible
Program 1.03	Consider joining a consortium for source of funding; mortgage revenue bonds/credit certificates, to develop affordable housing and first time homebuyer assistance	2014	Investigating feasibility
Program 1.04	Leverage financial resources and partner with the development community to assist first-time homebuyers with down payments. Apply for Community Development Block Grant (CDBG) funding annually for this purpose	2007-2014	Ongoing; when eligible
Program 1.05	Provide information at City Hall, other public locations, and on the City's website (www.ci.benicia.ca.us) to promote private, State, and federal homebuyer assistance programs to the public	2007-2014	Ongoing

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.06	Provide pre-application technical assistance to affordable housing providers to determine project feasibility and address zoning compliance issues in the most cost-effective and expeditious manner possible	2007-2014	Ongoing
Program 1.07	Continue to educate the public on affordable housing through annual reporting to the Planning Commission and City Council	2007-2014 (Annually)	Ongoing
Program 1.08	Amend the Zoning Ordinance to comply with changes in the State Density Bonus law	2014	Not yet completed
Program 1.09	To encourage the development of second units, amend the Zoning Ordinance for second units (accessory dwelling units) and reduce fees	2013	Not yet completed
Program 1.10	Investigate the feasibility of developing second unit prototype or model plans for homeowners to use	2013	Not yet completed
Program 1.11	Continue to reduce the cost of providing affordable housing by developing a fast tracking process, reducing fees, reducing parking requirements - amend the Zoning Ordinance as necessary	2013	Not yet completed

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.12	Provide developer incentives such as expedited permit processing and fee deferrals for units that are affordable to lower income households	2007-2014	Ongoing
Program 2.01	Evaluate the inclusionary ordinance and consider changes that would encourage the construction of affordable housing units, such as expedited permit processing and fee deferrals for units that are affordable to lower income households	2014	Not yet completed
Program 2.02	Include SB375 in General Plan Update for high density near transit	2019	To be completed as part of the next General Plan update
Program 2.03	Establish a trust for inclusionary housing in-lieu fees	Annually	Ongoing
Program 2.04	Amend General Commercial zoning district to allow residential uses	2013	Not yet completed
Program 2.05	Consider affordable housing linkage fee on nonresidential development projects	2014	Investigating feasibility
Program 2.06	Monitor funding sources for upstairs residential unit development on First Street	Annually	Ongoing
Program 2.07	Apply for financial assistance for projects in the Priority Development Areas	2007-2014	Ongoing as opportunities arise
Program 3.01	Amend Zoning Ordinance to allow for emergency shelters by right	2013	Not yet completed
Program 3.02	Adopt a reasonable accommodations ordinance	2013	(Typo in the Housing Element indicates timeframe is 2011.) Not yet complete

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 3.03	Provide assistance to the Community Action Council	2007-2014	Ongoing
Program 3.04	Refer persons in need of transitional housing assistance to the Community Action Council	2007-2014	Ongoing
Program 3.05	Provide social services in all City funded affordable housing projects	2007-2014	Ongoing
Program 3.06	Facilitate the establishment of shared housing	2007-2014	Ongoing
Program 4.01	Expand the use of existing Housing Rehabilitation Loan Program	2007-2014	Ongoing; investigating options
Program 4.02	Provide standard specifications for seismic retrofitting of existing residential structures to assist property owners in meeting current seismic safety standards	2007-2014	Completed; plans available at Community Development Department counter and website
Program 4.03	Implement procedures applicable to inclusionary for-sale units	2007-2014	Ongoing
Program 4.04	Work with mobile home parks to ensure maintenance, upkeep, and compliance with State regulations	2013	Contacting the property owners by during 2013
Program 4.05	Investigate ways to meet the housing need through rehabilitation and preservation of existing units	2007-2014	Ongoing
Program 4.06	Maintain a record of affordable housing units	2007-2014	Ongoing

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 5.01	Implement the complaint referral process	2007-2014	Ongoing
Program 5.02	Provide brochures on universal design for the public	2013	Completed, brochures available at the Community Development Department counter and website
Program 6.01	Implement the California Green Building Standards Code, 2010 edition	2007-2014	Ongoing
Program 6.02	Implement the Home Efficiency Program and Solar Rebate Program	2007-2014	Ongoing
Program 6.03	Provide brochures from PG&E and others detailing energy conservation methods	2007-2014	Ongoing
Program 6.04	Establish regulations requiring the development of environmentally sustainable buildings	2007-2014	Ongoing; investigating options
Program 6.05	Provide public education on energy efficiency and sustainable materials	2007-2014	Ongoing

**CITY COUNCIL STRATEGIC PLAN
FISCAL YEARS 2011-2013**

Appendix D

Strategies and Actions	Corresponding General Plan Goals
<p>Provide modern and functional public safety facilities:</p> <ul style="list-style-type: none"> a) investigate funding strategies for a functional police building b) evaluate need to replace emergency generators at Fire Station 11 	<p align="center">Implements the following General Plan Goals:</p> <p align="center">Goal 2.28: Improve and maintain public facilities and services. Goal 4.22: Update and maintain the City's Emergency Response Plan.</p>
<p>Maintain adequate staffing for public safety and a strong EMS program:</p> <ul style="list-style-type: none"> a) maintain current public safety service levels b) explore opportunities for resource sharing/collaboration with other fire service agencies c) explore opportunities for consolidation of fire and emergency medical dispatch services with other agencies 	
<p>Provide a high state of preparedness for disasters/emergencies:</p> <ul style="list-style-type: none"> a) educate citizens on the Community Alert Notification System, and conduct EOC trainings b) establish a community real-time air monitoring system to alert the City and affected community of significant air quality issues c) conduct Emergency Operations Center Exercises, at least twice annually d) ensure all city employees are trained at the proper levels to meet the National Incident Management System standards 	
<p>Promote community preservation and prevent nuisances through increased code enforcement, environmental strategies and community education:</p> <ul style="list-style-type: none"> a) leverage code enforcement resources to resolve systematic quality of life issues b) utilize technology to produce an effective and efficient use of resources 	
<p>Promote community and personal health:</p> <ul style="list-style-type: none"> a) support the Benicia Youth Action Coalition, a community collaborative, working together to reduce underage use of alcohol, tobacco, and other drugs b) review smoking ordinance c) utilize library services and programs to promote community health 	

Strategies and Actions	Corresponding General Plan Goals
<p>Reduce greenhouse gas emissions and energy consumption:</p> <ul style="list-style-type: none"> a) pursue financing mechanism for home and business renewable energy and/or energy conservation methods b) facilitate private construction of at least one alternative energy project c) buy green if fiscally feasible 	<p>Implements the following General Plan Goals:</p> <p>Goal 2.36: Ensure an adequate water supply for current and future residents and businesses.</p> <p>Goal 3.27: Improve energy efficiency.</p>
<p>Implement new water conservation projects/programs:</p> <ul style="list-style-type: none"> a) pursue LEED certification for community center b) implement sustainable solid waste agreement 	
<p>Protect air quality:</p> <ul style="list-style-type: none"> a) pursue multiple mass transit opportunities 	
<p>Implement Economic Development Strategy:</p> <ul style="list-style-type: none"> a) update Economic Development Strategy b) fund and provide staff support for Business Improvement District proposal c) replace “Nationwide” sign with tourism sign on I-680 d) continue tourism brand promotion and marketing (e.g. tourism website) e) formulate Benicia Industrial Park marketing program f) continue funding for non-profit arts and culture organization grants g) pursue planning grant for Downtown Waterfront Park 	<p>Implements the following General Plan Goals:</p> <p>Goal 2.34: Ensure adequate school facilities to serve all residential areas.</p> <p>Goal 2.35: Cooperate with the School District to provide opportunities for citizen use of the schools.</p> <p>Goal 2.5: Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.</p> <p>Goal 2.28: Improve and maintain public facilities and services.</p> <p>Goal 2.7: Attract and retain industrial facilities that provide fiscal and economic benefits to – and meet the present and future needs of – Benicia.</p>
<p>Strengthen Benicia Industrial Park competitiveness:</p> <ul style="list-style-type: none"> a) approve and implement a road resurfacing project 	
<p>Retain and attract business:</p> <ul style="list-style-type: none"> a) prepare Business Development Action Plan b) continue and expand business support tools and policies that balance sustainability with economic vitality c) continue to collaborate with the Benicia Unified School District to support quality education 	
<p>Manage City finances prudently:</p> <ul style="list-style-type: none"> a) prepare and maintain balanced budget with strong emergency and contingency reserve and internal service funds 	

Strategies and Actions	Corresponding General Plan Goals
<p>Increase economic viability of the Industrial Park and other commercial areas, while preserving existing economic strengths and historic resources:</p> <ul style="list-style-type: none"> a) Plan for sustainable Benicia Business Park including pursuing grants for transit oriented development area and Intermodal Station planning b) Plan for investment in the Arsenal including hazard remediation c) Update zoning code to encourage clean energy, high-tech R&D uses in industrial districts 	
<p>Provide safe, functional, and complete streets:</p> <ul style="list-style-type: none"> a) fund street maintenance at a level that will improve pavement management index rating b) Obtain funding for and begin construction of Benicia Bridge/Arsenal Pedestrian Path Project c) Implement traffic calming work program 	<p>Implements the following General Plan Goals:</p> <p>Goal 2.15: Provide a comprehensive system of pedestrian and bicycle routes which link the various components of the community; employment centers, residential areas, commercial areas, schools, parks, and open space.</p> <p>Goal 2.17: Provide an efficient, reliable, and convenient transit system.</p> <p>Goal 2.19: Promote a regional (San Francisco, Oakland, Alameda) and local (Martinez, Port Costa, and Crockett) ferry service.</p> <p>Goal 2.20: Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit, balancing vehicle-flow improvements with multi-modal considerations.</p> <p>Goal 2.28: Improve and maintain public facilities and services.</p>
<p>Increase use of mass transit:</p> <ul style="list-style-type: none"> a) Complete plans for and begin construction of park-and-ride facilities at City Park and West Military at Southampton b) Continue to pursue designation for a WETA-Ferry stop in downtown area c) Continue planning for an intermodal transportation station in vicinity of Benicia Industrial Park and proposed Benicia Business Park 	
<p>Address technology needs:</p> <ul style="list-style-type: none"> a) prepare a City government technology improvement plan b) acquire and implement: (i) upgraded public safety technology, and (ii) enhanced GIS capabilities 	
<p>Provide adequate funding for ongoing infrastructure needs:</p> <ul style="list-style-type: none"> a) implement a plan for funding of reserves for vehicle, equipment and facilities infrastructure b) fund bridge maintenance program 	
<p>Operate community activity centers:</p> <ul style="list-style-type: none"> a) open new community center b) continue to provide support for the library as a community center 	

Strategies and Actions	Corresponding General Plan Goals
Implement the Downtown [Mixed Use] Master Plan: <ul style="list-style-type: none"> a) pursue outside funds for downtown improvements (streetscape, parking and traffic calming enhancements) b) review mixed use and other alternatives for City's [East] E Street lot 	lower Arsenal into a historical/cultural/commercial/industrial center of mutually compatible uses. Goal 2.12: Strengthen the Downtown as the City's central commercial zone. Goal 2.30: Maintain and improve existing parks and recreation programs. Goal 3.1: Maintain and enhance Benicia's historic character. Goal 3.3: Increase public awareness of cultural resources and activities. Goal 3.4: Support the library and the services it provides the community.
Promote arts and culture: <ul style="list-style-type: none"> a) pursue funding sources for arts and culture activities 	
Preserve city-owned historic structures: <ul style="list-style-type: none"> a) continue to seek tenant for occupancy of Commanding Officer's Quarters b) maintain city-owned historic structures (e.g. Historical Museum, SP Depot, Clocktower) 	
Provide support to disadvantaged segments of the community: <ul style="list-style-type: none"> a) obtain grants to provide a transitional shelter b) facilitate construction of affordable housing per updated Housing Element c) continue funding for Human Services grants 	
Support Benicia Public Library's ability to meet the public's expanding needs for information, communication, and literacy: <ul style="list-style-type: none"> a) provide ongoing support for library and literacy services b) plan for future basement expansion 	