

**SPECIAL JOINT MEETING OF THE
BENICIA PLANNING & HISTORIC PRESERVATION
REVIEW COMMISSIONS**

CITY COUNCIL CHAMBERS

SPECIAL MEETING AGENDA

Thursday, August 27, 2009

7:00 P.M.

I. CALL TO ORDER – JOINT MEETING OF PLANNING COMMISSION AND HISTORIC PRESERVATION REVIEW COMMISSION

- 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. AGENDA CHANGES AND DISCUSSION

- A. Approval 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 matter jurisdiction of the Planning or Historic Preservation Review 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. PLANNING COMMISSION 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 Planning Commission Minutes of July 9, 2009](#)

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V. HISTORIC PRESERVATION REVIEW COMMISSION 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 Historic Preservation Review 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 Historic Preservation Review Commission meeting, prior to the reading of the Consent Calendar.

A. [Approval of Historic Preservation Review Commission Minutes of July 23, 2009](#)

VI. REGULAR AGENDA ITEMS

A. [INTERMODAL FACILITIES PROJECT – PARK & RIDE](#)

The Benicia Intermodal Facilities Project, located at Military/First and Military West/Southampton will serve the new regional Baylink Route 78 that provides bus service between the Vallejo Ferry Terminal and Walnut Creek BART. Benicia does not currently have a parking facility for commuters. The City recently hired Kimley-Horn and Associates, Inc. to provide a conceptual design. Following initial work by the consultant, public meetings will be held to solicit input on the design and functionality of the facility.

The project will enhance commuting for riders, as well as recruit new riders to use public transportation. The City Park site is an existing transit hub that integrates vehicle, bicycle and pedestrian traffic. With the new Route 78, with service to Vallejo, and Pleasant Hill/Walnut Creek BART stations, this facility will provide a safe, convenient location for riders to access the Route 78 line.

Kimley-Horn and Associates, Inc. will complete project research and data collection in cooperation with City staff and project stakeholders to develop a firm understanding of potential project issues and constraints, which will be used throughout the comprehensive process for detailed project scoping, public involvement and concept plan development.

Recommended Action: Review preliminary project information and provide feedback. Initial comments and feedback will assist City staff and the consultant in setting up community workshops to address concerns and incorporate suggestions to achieve project goals.

B. CLIMATE ACTION PLAN

City staff will present the Draft Climate Action Plan, prepared in partnership with the Cal Poly, San Luis Obispo City and Regional Planning Department. The presentation will include a brief overview of the Climate Action Plan preparation process and a summary of recommended objectives and strategies for each of the eight focus areas. Focus areas include Public Outreach and Education, Energy Production, Buildings, Industry and Commercial, Water and Wastewater, Solid Waste and, Parks and Open Space. Historic preservation is addressed as a subsection of the Buildings focus area. Comments from the Planning Commission and Historic Preservation Review Commission will be forwarded to the City Council for their review and consideration in Fall 2009.

Recommendation: Recommend approval of the Draft Climate Action Plan to the City Council.

VII. COMMUNICATIONS FROM STAFF

VIII. COMMUNICATIONS FROM COMMISSIONERS

IX. ADJOURNMENT

Public Participation

The Benicia Planning and Historic Preservation Review Commissions welcome 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 Commissions allow speakers to speak on non-agendized matters under public comments, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than five 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 or Historic Preservation Review 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 Valerie Ruxton, 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 may be taken by the Planning or Historic Preservation Review Commission.

The Commissions 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 or Historic Preservation Review 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 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 which are final actions, not recommendations, are considered by the City Council. Appeals of Historic Preservation Review Commission decision which are final actions, not recommendations, are considered by the Planning Commission. 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. 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 Gina Eleccion, Management Analyst, as soon as possible so that it may be distributed to the Planning or Historic Preservation Review Commission.



BENICIA PLANNING COMMISSION

CITY COUNCIL CHAMBERS

REGULAR MEETING MINUTES

Thursday, July 9, 2009

7:00 P.M.

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Richard Bortolazzo, Don Dean, Rick Ernst, Rod Sherry, Lee Syracuse, Brad Thomas and Chair Healy

Absent: None

Staff Present: Damon Golubics, Principal Planner
Kat Wellman, Contract Attorney
Gina Eleccion, Management Analyst

- 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. AGENDA CHANGES AND DISCUSSION

None.

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN**
None.
- B. PUBLIC COMMENT**
None.

IV. CONSENT CALENDAR

On motion of Commissioner Sherry, seconded by Commissioner Thomas, the Consent Calendar was approved by the following vote:

Ayes: Commissioners Bortolazzo, Dean, Ernst, Sherry, Syracuse, Thomas and Chair Healy
Noes: None
Absent: None
Abstain: None

- A. Approval of Agenda**
- B. Approval of Minutes of June 11, 2009**

V. REGULAR AGENDA ITEMS

A. FEE SCHEDULE – Commission Discussion

Commissioners requested a brief overview and discussion of the fee schedule.

Chair Healy introduced the item. The Commission had requested a discussion on the fees. Damon Golubics gave an overview of the current fee schedule. He noted that staff researched fees of neighboring jurisdictions, and that information was provided to the Commission.

Commissioners discussed the fees. Commissioner Sherry noted he was surprised to see Benicia on the low end of the fees.

The public hearing was opened. No public comment. The public hearing was closed.

Commissioners thanked staff for putting this together. There was discussion of the actual costs and the in-lieu parking fees.

Commissioners discussed the costs related to the property at 182 East I Street. Damon Golubics noted that a portion of the fees were refunded to the property owners. There was a comment by the Commission that we reduce fees when there are multiple applications for the same project.

Commissioners noted that there will be times that an applicant has projects overlapping and fees could be reduced, but other times the applications and fees should remain separate. Damon Golubics noted that the flat fee system can be flawed in certain instances. If fees are charged for time and materials, services could cost more or less.

Commissioners noted that the Director has the discretion to reduce the fees.

There was no direction to make any recommendations on the fees.

B. OPEN SPACE USES – Commission Discussion

Commissioners requested a discussion on the allowable uses in the open space, including wind power, organic gardens, and more.

Chair Healy stated that he had requested a discussion on this item. He would like to understand the limitations of the open space. Damon Golubics stated that Measure K was a citizen initiative regarding the open space. In addition, the open space regulations have been adopted by the City Council.

Commissioners questioned if all of the open space land is City property. The residents in Southampton have been promised that the space will remain open space.

There was a discussion of other uses, such as wind generation, community gardens, and uses that would not create structures. Some of these uses might be more acceptable to the community. There was a comment made that uses not restrict access to open space.

Commissioners noted that there are existing gardens in the open space. In addition, there are currently decks constructed in the open space.

The public hearing was opened.

Gene Doherty, 580 Willow Court – He is president of the Native Plant Society. He supports keeping open space open. He noted that with the lack of infill development, transportation will become a big issue in this community. He noted that San Francisco is promoting community gardens and we have an opportunity to pursue this. He encouraged the Commission to continue discussing these issues. He believes there is a need for additional meeting spaces.

The public hearing was closed.

Commissioners discussed solar and wind energy production, which could contribute to City operations.

Damon Golubics noted that there are implementation strategies in the Climate Action Plan that might help facilitate this discussion.

The open space regulations were discussed. The Southampton CC&Rs should be reviewed. The CC&Rs are a private agreement between the property owners and developers. Kat Wellman noted that she is currently reviewing the CC&Rs.

Commissioners thanked staff for the information and discussion. No further direction was given.

C. STRATEGIC PLAN – Commission Discussion

Commissioners requested a discussion on the Strategic Plan process, including their involvement and oversight.

Damon Golubics gave a brief overview of this item. He clarified the role of the Planning Commission in relation to the General Plan. The Strategic Plan is the City Council's tool to prioritize projects through the budget process.

Commissioners commented on the Strategic Plan process. There was a suggestion to see more description of the projects when the Commission looks at the General Plan consistency. Damon Golubics stated that more details will be given in the future.

Commissioners discussed the Strategic Planning process. There was discussion about the General Plan oversight of the Commission. There was mention that the General Plan can be updated more regularly. Commissioners would like to review the General Plan on an annual basis.

Commissioners questioned the legal requirements for updating the General Plan. Damon Golubics noted that the jurisdiction has purview over how long before a General Plan update is done. He noted that an annual review of the General Plan can be done. There is no money budgeted for a General Plan update.

There was a suggestion to get the zoning in compliance with the General Plan before we move forward with a General Plan update. There was a suggestion to have a subcommittee look at the chapters of the General Plan. It was noted that the annual review is more to determine compliance. If the Planning Commission thinks an update is needed, they should make a recommendation to the City Council.

Kat Wellman noted that the City Council should be directing an overview and update of the General Plan. She stated that the General Plan is like the Constitution. It contains statutory requirements that must be met. All land use decisions must be made based on the General Plan framework.

There was a suggestion to have Valero and the Port give their vision of Benicia for the next 10 to 20 years. Damon Golubics noted that it's not always possible to get this type of information from the major players in town.

A comment was made regarding the ABAG housing numbers. There is concern with the increase of future allocations.

The public hearing was opened. There was no public comment. The public hearing was closed.

There was no further direction on this item.

VI. COMMUNICATIONS FROM STAFF

Damon Golubics noted that the July 2nd meeting will be rebroadcast on Channel 27. Citizens should check the website and Channel 27 for rebroadcast dates and time.

Damon Golubics noted that the Climate Action Plan is scheduled to move forward in September.

VII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Dean questioned what is on next month's agenda. Damon Golubics noted at this time nothing is scheduled, though there are multiple projects in the pipeline.

VIII. ADJOURNMENT

Chair Healy adjourned the meeting at 8:04 p.m.



BENICIA HISTORIC PRESERVATION REVIEW COMMISSION

CITY HALL COMMISSION ROOM

REGULAR MEETING MINUTES

**Thursday, July 23, 2009
6:30 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Crompton, Donaghue, Haughey, McKee, Taagepera, White
and Chair Mang
Absent: None

Staff Present:

Lisa Porras, Senior Planner
Sharon Williams, Development Services Tech
Gina Eleccion, Management Analyst

- 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. AGENDA CHANGES AND DISCUSSION

None.

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN**
None.
- B. PUBLIC COMMENT**
None.

IV. CONSENT CALENDAR

Commissioner Taagepera requested the minutes be pulled.

On motion of Commissioner Donaghue, seconded by Commissioner White, the Consent Calendar was approved by the following vote:

Ayes: Commissioners Crompton, Donaghue, Haughey, McKee, Taagepera, White and Chair Mang
Noes: None
Absent: None

A. Approval of Agenda

B. Approval of Minutes of June 25, 2009

Commissioner Taagepera requested the minutes be pulled to make the following changes:

1. Change date to June 25th
2. Note Commissioner Taagepera’s abstention from Item IV-C (June 11, 2009 minutes) of the Consent Calendar
3. Add Commissioner Crompton to Consent Calendar vote
4. Note that the fees for 182 East I Street were reduced
5. Under Communications from Commissioners:
 - a. Add request for Housing Element presentation
 - b. Note that Commissioner Taagepera has already submitted a memo in March regarding a re-listing process
 - c. Add question as the timing of the Arsenal EIR being presented to the Commission
 - d. Note that the MND for the Downtown Mixed Use Master Plan states that the Downtown Historic Conservation Plan prevails if there are inconsistencies.

On motion of Commissioner Crompton, seconded by Commissioner Taagepera, the Minutes of June 25, 2009 were approved, with modifications, by the following vote:

Ayes: Commissioners Crompton, Donaghue, Haughey, McKee, Taagepera and White
Noes: None
Absent: None
Abstain: Chair Mang

V. REGULAR AGENDA ITEMS

A. 5990 EAST SECOND STREET (CHEVRON/CARL’S JR.) – EXTERIOR DESIGN REVIEW

09PLN-38 Design Review
5990 East Second Street; APN: 80-100-020

PROPOSAL:

The applicant requests approval of exterior changes for an existing restaurant, associated fuel station, and convenience store at 5990 East Second Street. The project consists of repainting the exterior of the restaurant, convenience store, fuel canopy, car wash, monument sign, and pylon sign.

Recommendation: Grant design review approval for exterior changes at 5990 East Second Street (Chevron/Carl’s Jr.), based on the findings, and subject to the conditions listed in the proposed resolution and as discussed during the public hearing.

Sharon Williams, Development Services Technician, gave an overview of the project.

Commissioners questioned the canopy sign. Sharon Williams noted that signage is approved at the staff level. Sharon Williams noted that the Carl’s Junior red will be different. A question was asked regarding condition #6.

Tony Robustelli, Project Manager – He gave an overview of the project. The colors for the Chevron and Carl’s Jr. branding are similar. He was available to answer questions.

The public hearing was opened. No public comment. The public hearing was closed.

Commissioners stated that they liked the project.

Commissioner Donaghue would like to remove Condition #6. Sharon Williams noted that we receive many complaints regarding trash, so staff is looking at ways to formalize this. Commissioners agreed to leave Condition # 6 as proposed.

RESOLUTION NO. 09-12 (HPRC) - A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW FOR EXTERIOR MODIFICATIONS AT 5990 EAST SECOND STREET (09PLN-38)

On motion of Commissioner White, seconded by Commissioner Haughey, the above Resolution was adopted by the following vote:

Ayes: Commissioners Crompton, Donaghue, Haughey, McKee, Taagepera, White and Chair Mang
Noes: None
Absent: None
Abstain: None

B. 127 FIRST STREET (THE TANNERY) – EXTERIOR DESIGN REVIEW

Original Application No. 09PLN-01 Approved January 22, 2009
Current Item is for Design Review of Conditioned Items plus revisit South Façade 127 First Street; APN: 89-244-050

PROPOSAL:

The applicant requests design review approval of proposed signage, refuse storage area, an outdoor patio windscreen, and installation of new entry doors along the eastern façade (First Street) of an existing building known as The Tannery. Modifications to approved plans that were made during construction of the south facing façade will also be discussed. The Historic Preservation Review Commission originally approved improvements to the south facing façade on January 22, 2009.

Recommendation:

- A. Approve modifications at the Tannery building, which consist of new signage, redesigned refuse storage area, a new outdoor patio windscreen and wall, and installation of new entry doors along First Street at the existing building located at 127 First Street based on the findings and subject to the conditions listed in the proposed resolution.

- B. Review and discuss changes made during construction to the pre-approved window and door configurations along the south facing elevation, and direct staff whether to release stop work order and complete construction along this façade.

Lisa Porras, Senior Planner, gave an overview of the project. She noted that there is a request for additional design review, as well as review of on-site modifications made to previous design review approval on the south façade of the building. The new design review request was highlighted. She noted the alterations that were made contrary to HPRC's approval. Staff is requesting the Commission review the changes and either approve or provide direction to the applicant to make changes. The placement and configuration of the windows and doors changed and was noted by the Building Inspector. Lisa Porras noted that the changes made in the field, however, would still be consistent with the Downtown Historic Conservation Plan.

Commissioners questioned if the lateral analysis request was in writing. The applicant stated that it was in writing. Commissioners questioned if direction was given to the applicant regarding instructions subsequent to the lateral analysis. Lisa Porras noted that the Planner signs off on the plans submitted for the building permit. She noted that if changes to approved plans are made, they must be submitted in writing and approved. Commissioners questioned if the new configuration complies with the lateral analysis. Lisa Porras stated that the Building Official makes that determination, but she noted that no additional work would be allowed unless it passes Building inspection.

Commissioners questioned the compliance with the sign ordinance. Lisa Porras noted that staff evaluated the signs for consistency with the Downtown Historic Conservation Plan. Lisa Porras noted that the brick veneer will match the existing. There were questions as to size of the brick and whether a sample has been submitted. Lisa Porras noted that no sample has been submitted. There was a comment regarding using brick on the west wall of the garbage enclosure for consistency. The trash enclosure was discussed in terms of the shared use with the neighboring property. There was a request to see samples of the hunter green color of the roof and the trash enclosure door. There was a question regarding

the doors opening out on the west side of the building, particularly due to wind conditions. Lisa Porras noted that the approved condition could be that samples are brought back to staff or to the Commission.

Commissioners questioned which portion of the wall would be painted white. Lisa Porras noted that this would be the western facing wall of the trash enclosure. She noted that this would be consistent with the DHCP, however, the Commission could condition this otherwise. Commissioners questioned the aluminum signage materials. Sharon Williams noted that as directory signs, the material is more flexible. The aluminum is a more durable material for this use. Commissioners discussed the overall signage for the building. Sharon Williams noted that the applicant can enter into a sign program that would dictate what signs can and can't be installed for his tenants. Currently, there is no sign program for this property. Commissioners questioned limiting the amount of signs on the building. Lisa Porras suggested a condition requiring a sign program for the property.

The Downtown Streetscape Plan was mentioned. It was noted that the Main Street Design Board is reviewing the Plan.

Jim Morgan, Applicant – He addressed the concerns of the Commission. He noted that they continue to work with BCDC for approvals. There was no intention to deviate from the plans, but rather to address issues from the lateral analysis. Based on feedback from a structural engineer, the windows were relocated. He commented on the new design review requests. Regarding the windscreen, they would like to request a 10'6" height, which is a reduction from the previous windscreen's 14' height. He addressed the issue of multiple materials (brick and stucco). The white façade was meant to blend in with the Captain Blyther's structure. He would be happy to submit samples for review. Regarding signage, they are willing to discuss a sign program so the tenants have an opportunity to advertise. He noted that the interior walls are now the original brick.

Commissioners questioned if the engineer had any other suggestions to address the lateral analysis issues. Jim Morgan stated that he was not aware of any other suggestions.

Commissioners questioned the window modifications made. The applicant noted that the entire wall is a shear wall. The project architect noted that the entire south wall is shear wall. There were concerns by the Commission that the windows could have remained in the original location. The applicant noted that they followed the recommendations of a certified engineer. Commissioners questioned if the engineer had the original plans. The applicant stated that he did. The applicant stated that the windows and doors were installed within the last 2 months. There were concerns raised with the timing of the installation and the engineer's recommendation. There were questions on the height of the windscreen. The applicant confirmed that they would like 10'6".

The architect noted that the restaurant interior has been modified per the current window location.

The public hearing was opened. No public comment. The public hearing was closed.

Commissioners discussed the project. They asked if the Building Official accepted these changes. Lisa Porras stated that she is not aware that the Building Official was informed of the new window locations. She noted that a stop work order was issued on this project because the configuration of the windows was different than the approved plans.

Commissioners discussed the signage, particularly the fonts proposed. There is concern that the signage is too “busy”. Lisa Porras stated that this can be conditioned. Commissioners would like a brick sample. If awnings are proposed, this would come back to the Commission. The Commissioners would like to see the brick extended on the west side of the trash enclosure.

Commissioners commented that if the window and door configuration meets the structural concerns of the Building Division, there is no desire to move the location. There is a suggestion to set the patio wall back 3-4”. Commissioners would like the windscreen to be 10’ and would like a sign program developed and brought back to the Commission. Sharon Williams noted that if a sign program is required, all signs would be looked at as a holistic approach.

Commissioners noted that the windows and doors appear to be consistent with the DHCP. The applicants were commended for investing money into the downtown.

Commissioners expressed frustration with this project continuing to come back. There is a desire to see a comprehensive plan for this property. Commissioners would like to see brick samples and the engineer’s report. There was a suggestion to continue the item to bring back samples, the engineer’s report, a sign program, and any other modifications to this property. Commissioners discussed the possibility of continuing this item. Commissioners noted that they requested this project not be piece-mealed. Commissioners questioned the previous height of the windscreen. The applicant noted it was 14’, so the proposed height of the new windscreen would be lower.

The applicant confirmed that the interior of the trash enclosure will be fiber-reinforced plaster.

Commissioners requested the following modifications to the Resolution:

1. Condition #3, 4, 8, 9 – Sign program to be brought back to the Commission.
2. Condition #7 – reviewed by HPRC
3. Condition #10 – Windscreen height to 10’.
4. Condition #11 – new wall shall be 10’ brick veneer (change to concrete block), with return wall to be offset minimum 3”.
5. Condition #12 – All exterior facades of the trash enclosure shall be brick veneer.
6. Add condition that brick, roofing materials, stucco and paint samples be brought back to the Commission for approval.

RESOLUTION NO. 09-13 (HPRC) - A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW OF A NEW PATIO WINDSCREEN AND WALL, REFUSE STORAGE AREA, SIGNAGE, AND NEW ENTRY DOORS ALONG THE EAST ELEVATION AT THE TANNERY BUILDING LOCATED AT 127 FIRST STREET

On motion of Commissioner White, seconded by Commissioner Haughey, the above Resolution was adopted by the following vote:

Ayes: Commissioners Crompton, Haughey, McKee, Taagepera, White and Chair Mang
Noes: Commissioner Donaghue
Absent: None
Abstain: None

Commissioner Donaghue stated that he did not believe the window locations needed to be moved.

C. MILLS ACT COMPLIANCE REPORT

A report on the annual inspections of Mills Act properties is presented to the Commission for review.

Gina Eleccion gave an overview of the report. There are a few properties that are not in compliance. Staff is working with those homeowners. The Commission can provide direction to staff in terms of non-compliant property owners.

Commissioners commented on non-compliant issues. Regarding 166 West H, Commissioners requested documentation from the property owner as to compliance.

VI. COMMUNICATIONS FROM STAFF

A. ANNUAL STATUS OF CITY-OWNED HISTORIC STRUCTURES

The Parks and Community Services Department has prepared a maintenance update of City-owned historic structures.

The annual status report was provided by the Parks and Community Services Department.

B. TRAINING FOLLOW-UP

Staff will give an overview of the June 19th historic preservation training seminar in Columbia, CA.

Gina Eleccion gave an overview of the seminar. Training materials were distributed to the commissioners. Commissioners noted that this was a good seminar.

Gina Eleccion noted that she has been working closely with SHPO on the historic context grant. In addition, she noted that a Request for Services to review the IOOF will be going out next week. Staff will bring this information back to the Commission.

Gina Eleccion noted that the Climate Action Plan, County HazMat Plan update and relisting process will be agendized at the joint PC/HPRC meeting in August. The Arsenal Specific Plan will be agendized for the September meeting.

Lisa Porras noted that we may want to hold a special workshop on the Housing Element. She noted that there are some suggestions for using 2nd units in the H Overlay District to address housing.

VII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Haughey questioned the use of the Consent Calendar in terms of Jack in the Box vs. Chevron. Staff noted that staff weighs the complexity of the project when agendizing the item.

Commissioners questioned the lack of samples on the Tannery project. They commented on the piece-mealing of the project.

Commissioners would like to agendize a discussion on city-owned structures. They do not feel that the Parks Dept. staff needs to be involved at this point.

Commissioner White commented on the memo he submitted. He would like to make sure that the city-owned historic structures are being taken care of. He would like to see Amports contacted to address the Yuba property.

Commissioner Taagepera invited everyone to a July 28th presentation on Sustainability and Preservation. It will be held at 7pm at the Camellia Tea Room.

VIII. ADJOURNMENT

Chair Mang adjourned the meeting at 9:32 p.m.

**AGENDA ITEM
JOINT PLANNING COMMISSION
AND HISTORIC PRESERVATION REVIEW COMMISSION MEETING:
AUGUST 27, 2009
REGULAR AGENDA ITEMS**

DATE : August 13, 2009

TO : Planning Commission and Historic Preservation Review Commission

FROM : Gina Eleccion, Management Analyst

SUBJECT : **BENICIA INTERMODAL FACILITIES (PARK-AND-RIDE) PROJECT**

RECOMMENDATION:

Review, discuss and provide feedback on preliminary concepts for the Intermodal Facilities Project (Park-and-Ride) located at First and Military (City Park) and Military West at Southampton. No action recommended.

EXECUTIVE SUMMARY:

The Benicia Intermodal Facilities Project, located at Military West/Southampton and Military/First, will serve the new regional Baylink Route 78 that provides service between the Vallejo Ferry Terminal and Walnut Creek BART. Benicia does not currently have a parking facility for commuters. The City recently hired Kimley-Horn and Associates, Inc. to provide a conceptual design. Following initial work by the consultant, public meetings will be held to solicit input on the design and functionality of the facility.

GENERAL PLAN:

Relevant Goals and Policies include:

- ❑ Goal 2.17 Provide an efficient, reliable, and convenient transit system
- ❑ Goal 2.20 Provide a balanced street system to serve automobiles, pedestrian, bicycles, and transit, balancing vehicle-flow improvements with multi-modal considerations
- ❑ Goal 2.28: Improve and maintain public facilities and services

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies:

- ❑ Strategic Issue #2: Protecting and Enhancing the Environment
 - Strategy #1: Reduce greenhouse gas emissions and energy consumption

- Strategy #3: Pursue and adopt sustainable practices
- Strategy #4: Protect air quality by pursuing multiple mass transit opportunities
- Strategic Issue #4: Preserving and Enhancing Infrastructure
 - Strategy #2: Increase use of mass transit

BUDGET INFORMATION:

There is Regional Measure 2 funding of \$3 million allocated for the design and construction of the project.

BACKGROUND:

The current (first) phase of the project consists of environmental documentation, scoping, preliminary engineering and conceptual design. Sites have been identified at Military West/Southampton Road and Military/First Street. The two locations would serve the new regional Baylink Route 78 that provides service between the Vallejo Ferry Terminal and Walnut Creek BART. STA transit corridor plans future regional bus stop/park-and-ride facilities at these two locations along the Military corridor.

The intermodal facilities will enhance commuting for riders, as well as recruit new riders to use public transportation. The City Park site is an existing transit hub that integrates vehicle, bicycle and pedestrian traffic. With the new Route 78, with service to Vallejo, and Pleasant Hill/Walnut Creek BART stations, this facility will provide a safe, convenient location for riders to access the Route 78 line.

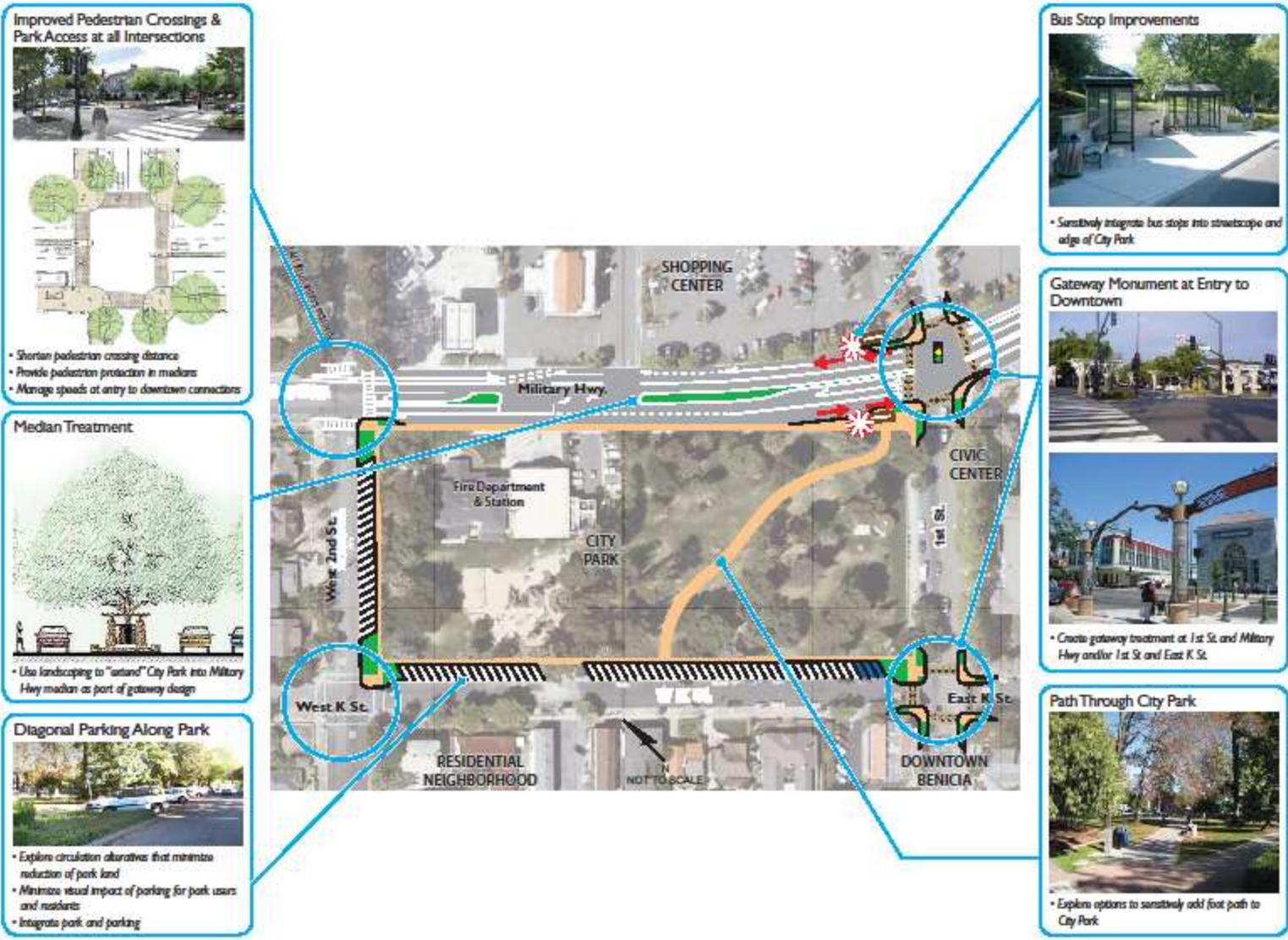
Kimley-Horn and Associates, Inc. will complete project research and data collection in cooperation with City staff and project stakeholders to develop a firm understanding of potential project issues and constraints, which will be used throughout the comprehensive process for detailed project scoping, public involvement and concept plan development.

A series of meetings and workshops will be held to solicit input from stakeholders. Meeting dates have not been determined, but will be publicized through direct mail, the City's website (www.ci.benicia.ca.us), Channel 27, and informational flyers at strategic locations.

Attachment:

- Preliminary Site Illustrations (as prepared by City staff for Initial Project Report)

PRELIMINARY SITE ILLUSTRATIONS
(as prepared by City staff for the Initial Project Report)



Improved Pedestrian Crossings & Park Access at all Intersections

- Shorten pedestrian crossing distance
- Provide pedestrian protection in medians
- Manage speeds at entry to downtown connectors

Median Treatment

- Use landscaping to "unland" City Park into Military Hwy median as part of gateway design

Diagonal Parking Along Park

- Explore circulation alternatives that minimize reduction of park land
- Minimize visual impact of parking for park users and residents
- Integrate park and parking

Bus Stop Improvements

- Sensitively integrate bus stops into streetscape and edge of City Park

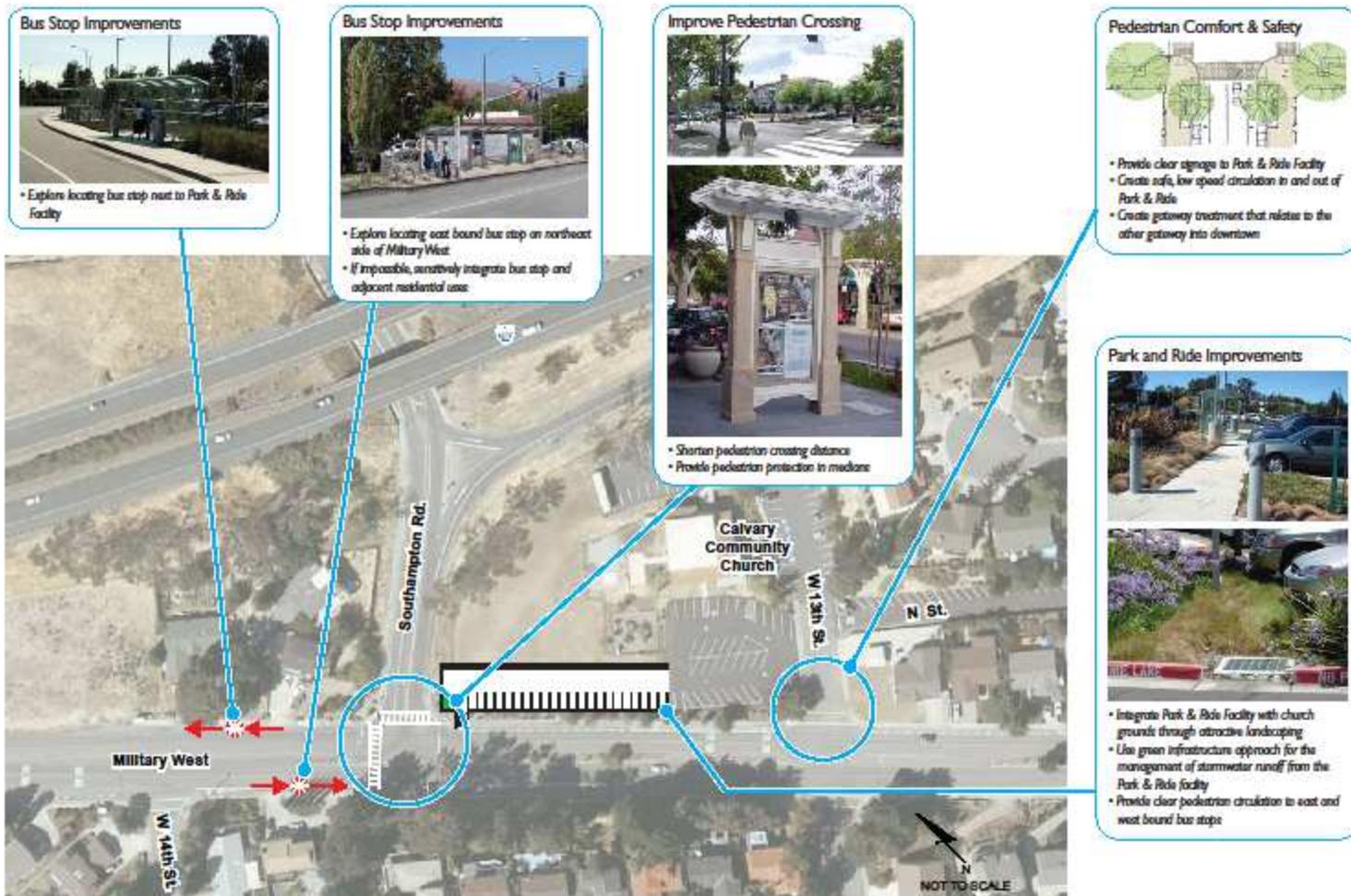
Gateway Monument at Entry to Downtown

- Create gateway treatment at 1st St and Military Hwy and/or 1st St and East K St.

Path Through City Park

- Explore options to sensitively add foot path to City Park

Benicia Intermodal Facilities Project - Preliminary Concept Ideas



Benicia Intermodal Facilities Project - Preliminary Concept Ideas (Southampton Rd.)

AGENDA ITEM
JOINT PLANNING COMMISSION AND
HISTORIC PRESERVATION REVIEW COMMISSION MEETING: AUGUST 27, 2009
REGULAR AGENDA ITEM

DATE : August 19, 2009

TO : Planning Commission
Historic Preservation Review Commission

FROM : Mike Marcus, Assistant Planner/Sustainability Coordinator

SUBJECT : **DRAFT CLIMATE ACTION PLAN**

RECOMMENDATION:

Recommend approval of the Draft Climate Action Plan to the City Council.

EXECUTIVE SUMMARY:

The Climate Action Plan is the strategic roadmap for the City to reach greenhouse gas emission reduction targets adopted by the City Council in September 2008. It was prepared in partnership with the Cal Poly, San Luis Obispo City and Regional Planning Department over the course of one year. The plan consists of eight focus areas: public education and outreach, energy production, transportation and land use, buildings, industry and commercial, water and wastewater, solid waste, parks and open space. After adoption, it will be the purview of the newly established Community Sustainability Commission to recommend a prioritization of the strategies to Council, based on a reasonable analysis of City resources.

GENERAL PLAN:

Sustainability is the overarching goal of the General Plan; relevant Goals and Policies include but are not limited to:

- ❑ 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
- ❑ 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.
 - Policy 2.15.1: Make pedestrian and bicycle circulation, and safety improvements a high priority for transportation funding, utilizing locally generated revenues and State and federal grants

- Goal 2.36: Ensure an adequate water supply for current and future residents and businesses
 - Policy 2.36.3: Implement measures to reduce water consumption
 - Policy 2.36.4: Encourage public and private uses to minimize water use and to recycle processed water whenever and wherever feasible

- Goal 2.42: Enhance the recycling of solid waste
 - Policy 2.42.1: Strive to accomplish the mandated objectives of the California Integrated Waste Management Act

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue 2.00: Protect and enhance the environment
 - Strategy 1.00: Reduce greenhouse gas emissions and energy consumption
 - Strategy 2.00: Implement new water conservation projects/programs
 - Strategy 3.00: Pursue and adopt sustainable practices
 - Strategy 4.00: Protect air quality
- Strategic Issue 3.00: Strengthen economic and fiscal conditions
 - Strategy 5.00: Increase economic viability of industrial park and other commercial areas, while preserving existing economic strengths and historic resources
- Strategic Issue 4.00: Preserving and enhancing infrastructure
 - Strategy 2.00: Increase use of mass transit
- Strategic Issue 5.00: Maintain and enhance a high quality of life
 - Strategy 2.00: Implement the Downtown Mixed Use Master Plan

BUDGET INFORMATION:

The Bay Area Air Quality Management District's Climate Protection Grant provided \$25,000 that was used for consultant fees associated with the Climate Action Plan. In addition, the 2008 Valero Improvement Project (VIP) Settlement Agreement identified \$600,000 over the course of three years (\$200,000 per year) for implementation of the Climate Action Plan, as well as \$10,000,000 over the course of five years (\$2,000,000 per year) for water conservation projects. Some strategies identified by the Climate Action Plan could also be eligible for federal stimulus dollars and other grants unforeseen at this time.

BACKGROUND:

In November 2007, the City Council unanimously approved Resolution No. 07-125 authorizing the submittal of the Bay Area Air Quality Management District (BAAQMD) Climate Protection Grant application. The application requested \$50,000 for the purpose of conducting a community-wide emissions inventory and development a Climate Action Plan, in addition to staff training. At the same meeting, the City Council unanimously approved Resolution No. 07-126 approving membership in ICLEI – Local Governments for Sustainability and Cities for Climate Protection Campaign participation. This included undertaking the Cities for Climate

Protection Campaign's Five Milestone Process to reduce greenhouse gas emissions and air pollution emissions throughout the community.

In December 2007, City staff was notified by the BAAQMD that the City would be receiving a Climate Protection Grant in the amount of \$40,000. In April 2008, the City Manager signed a Grant Agreement with the air district. Concurrent with signing the grant agreement, City staff began developing an emissions inventory for city government operations and community-wide.

In April 2008, the City of Benicia sent out a request for proposals from qualified organizations, academic institutions and firms to assist the City in developing a Climate Action Plan with a budget not to exceed \$25,000. The scope of work included reviewing the greenhouse gas emissions inventory and the resulting City Council reductions target, preparing preliminary policy recommendations, and drafting a detailed implementation strategy the City could use to seek internal and external funding to implement. The City received three responses, including one from the Cal Poly, San Luis Obispo City and Regional (CRP) Planning Department. In April 2008, the City awarded the contract to Cal Poly and in May 2008, entered into a contract with Cal Poly for a period of performance from September 22, 2008 to April 30, 2009.

In September 2008, the City Council passed a resolution accepting the emissions inventory report prepared by City staff and approving greenhouse gas (GHG) reduction targets. Separate targets were established for City Government operations and the Community. The targets are:

- City Government Operations
 - 25% below 2000 level in 2010
 - 33% below 2000 level in 2020
- Community (including City Government Operations)
 - Maintain 2005 level in 2010
 - 10% below 2000 level by 2020

In November 2008, City staff and the Cal Poly consulting team hosted two public workshops. Both of these workshops included brief presentations on climate change science and the existing policy framework. In both cases, citizens were divided into small discussion groups and participated in a series of exercises to solicit ideas, gather information and understand existing challenges.

In March 2009, the Cal Poly, San Luis Obispo City and Regional Planning Department consulting team presented an update of their progress on the preliminary draft of the Climate Action Plan. The presentation included a brief overview of the preparation process and a summary of recommended strategies for each of the eight focus areas. At the end of April 2009, City staff received the preliminary draft of the Climate Action Plan and began a three month staff review process.

In May 2009, a Comprehensive Renewable Energy request for proposals was issued to assist the City in transitioning away from non-renewable energy consumption. The process was a response to City Council direction, provided in the 2009-2011 Strategic Plan (Strategic Issue 2, Strategy 1 – Reduce greenhouse gas emissions and energy consumption). It is consistent with the Climate

Action Plan's recommended strategies. City staff anticipates making contract recommendations to the City Council concurrently with the Climate Action Plan (CAP).

In August 2009, the City Council established a Community Sustainability Commission whose purview includes making recommendations to the City Council for implementation of the Climate Action Plan.

Planning Process

The planning process followed the Five Milestone Process developed by ICLEI – Local Governments for Sustainability:

1. Conduct a baseline emissions inventory and forecast. (*City Council*)
2. Adopt an emissions reduction target for the forecast year. (*City Council*)
3. Develop a climate action plan. (*Planning Commission*)
4. Implement plan policies and measures. (*Community Sustainability Commission*)
5. Monitor and verify results. (*Community Sustainability Commission*)

The City Council provided direct oversight for steps 1 and 2, as indicated by the italics above. Beginning in September 2008, the Planning Commission assumed responsibility for providing oversight and making recommendations on step 3, development of the Climate Action Plan. After being seated in late 2009, the newly formed Community Sustainability Commission will be responsible for providing the City Council with recommendations on steps 4 and 5, implementation and monitoring.

Project Phases

The project was set up to occur in three phases; Cal Poly was responsible for Phase One and Two, and City staff for Phase Three:

- Phase One: Background Report – The draft background report was submitted as an internal document in February 2009. The document included findings from the community workshop, multiple case studies and a Benicia policy audit. – **Completed Winter 2009**
- Phase Two: Preliminary Draft Climate Action Plan – The preliminary draft climate action plan builds from the background report to identify focus areas and specific emission reduction strategies, develop indicators to track progress, and provide policy recommendations for implementation. – **Completed Spring 2009**
- Phase Three: Draft Climate Action Plan – Staff edited Cal Poly's preliminary draft and added emission reduction range estimates for each strategy. – **In Review Process**

Community Involvement and Outreach

The Cal Poly consulting team included community involvement and outreach as a crucial part of its work. A high school visioning workshop was held on November 3, 2008, and a public workshop was held on November 13, 2008. In addition, an interactive website, www.BeniciaClimateActionPlan.com, was established to educate the community, solicit comments and answer questions. Information was also distributed at the Farmers' Market in October. On March 12, 2009, the Cal Poly consulting team presented an update of its progress on the CAP. The presentation included a brief overview of the CAP preparation process and a summary of recommended strategies for each of the eight focus areas. Additional outreach included:

- Postcard mailing to every household in the city
- Utility bill advertisement inserts
- *Inside Benicia* ad and article
- Public Access TV coverage
- Local newspaper interviews

SUMMARY:

The City of Benicia is proud to be the first city in Solano County to address climate change through a comprehensive community-wide planning process involving an academic institution, funded by a grant from the Bay Area Air Quality Management District (BAAQMD).

Reinvesting the BAAQMD grant back into a State academic institution ensured the highest possible return on investment of public funds. For \$25,000, the City: 1) received a high quality preliminary draft climate action plan with a focus on community engagement; 2) trained 27 emerging professionals in the field of climate protection planning; and, 3) developed a new CRP Department niche that will impact emerging public sector professionals and communities in years to come. This approach caught the attention of the Attorney General's office, which provided a letter of recommendation on behalf of the project partnership for the 2008 Governor's Environmental and Economic Leadership Awards, the result of which is still unknown. In addition, the project won the California Chapter of the American Planning Association's 2009 Award of Merit for an academic project.

The Climate Action Plan is the strategic blueprint for the City to reach the reduction targets adopted by the City Council in September 2008. The plan is NOT a compilation of policy mandates; each individual strategy will require discretionary and perhaps environmental review prior to implementation. Not all strategies will be feasible at this time; however, the expected life of the document is ten years. Based on City Council direction, it will be the purview of the Community Sustainability Commission to recommend prioritization of the strategies to Council.

Given the nature of the subject and the rapid rate of policy and technology development, the plan will need to be monitored and updated throughout its life in order to stay relevant.

The plan consists of eight focus areas:

- Public Education and Outreach
- Energy Production
- Transportation and Land Use
- Buildings
- Industry and Commercial
- Water and Wastewater
- Solid Waste
- Parks and Open Space

Each focus area contains a series of objectives and implementation strategies. The 36 objectives and 115 strategies are summarized in a table in the Conclusion section. A summary table has been developed as an appendix, which outlines each focus area's objectives and strategies, approximate emission reductions (where applicable), implementation phasing, co-benefits in addition to GHG reductions, and suggested performance indicators.

The objectives establish the framework and reduction targets necessary for each focus area to achieve the City's 2010 and 2020 emission goals. Each objective is comprised of a set of strategies that serve as implementation actions. Emission reductions are projected for objectives and strategies; reductions associated with objectives are represented graphically with a series of leaves, based on conservative (minimal) achievement of all of the suggested strategies. In order to provide the City Council and the public with choices on how to meet the goals established by each objective, strategies are assigned a range of associated CO₂ reduction percentages. This provides the Council and the public with the flexibility to maximize implementation of particular strategies in order to omit others, if so desired.

CO₂ reduction estimates were established by analyzing projected consumer/resident habits, fiscal realities and the local political climate. The reduction range for strategies uses two targets – minimum and maximum levels of feasible implementation. It is important to recognize that the range is within the context of each individual objective, not the focus area. It is also important to understand that the minimum ranges may add up to over 100%, because of assumed overlap between strategies.

Attachments:

- ❑ Memo to Planning Commission dated March 5, 2009
- ❑ Memo to Planning Commission dated November 4, 2008
- ❑ Planning Commission Staff Report dated October 2, 2008 (without attachments)
- ❑ Draft Climate Action Plan

**MEMO TO PLANNING COMMISSION:
MARCH 5, 2009**



Community Development Department

MEMORANDUM

Date: March 5, 2009
To: Planning Commission
From: Mike Marcus, Assistant Planner
Re: Climate Action Plan Update & Overview

Overview

The City of Benicia is proud to be the first city in Solano County to address climate change through a comprehensive planning process, funded by a grant from the Bay Area Air Quality Management District (BAAQMD). This process includes the completed greenhouse gas emission inventory, the establishment of reduction targets and the development of a Climate Action Plan (CAP). The Planning Commission is designated body that is advising the City Council regarding the CAP.

The City hired the Cal Poly, San Luis Obispo City and Regional Planning (CRP) Department to write a CAP that will achieve the reduction goals set by the City Council in September 2008. The purpose of a Climate Action Plans is to analyze greenhouse gas inventories and provide municipalities with specific emission reduction strategies and recommended actions. The analysis looks at everything from industrial operations and manufacturing to resident commute patterns to green building standards and City operations. As its final product, the consultant team will provide a draft CAP in April 2009 for City staff to carry forward for adoption.

Community Involvement and Outreach

The Cal Poly consultant team has included community involvement and outreach as a crucial part of their work. A high school visioning workshop was held on November 3, 2008, and a public workshop was held on November 13, 2008. In addition, www.BeniciaClimateActionPlan.com was established as an interactive website to educate the community, solicit comments and answer questions. Information was also distributed at the Farmers' Market in October.

Planning Process

The project was set-up to occur in two phases:

- Phase One: Background Report – The draft background report was submitted as an internal document in February 2009. The document includes findings from the community workshop, multiple case studies and a Benicia policy audit.
- Phase Two: Draft Climate Action Plan – The draft climate action plan builds from the background report to identify definitive focus areas and specific emission reduction strategies, develop indicators to track each strategy, and provides policy recommendations for implementation. The Cal Poly consulting team will submit a final draft document in April 2009.

City staff will then take the final draft to the Planning Commission and Council for adoption. In accordance with the terms of the BAAQMD grant, the CAP must be adopted by June 30, 2009.

Cal Poly Involvement

On an annual basis, the Cal Poly CRP Department partners with a municipality to author a planning document as both a community service project and an educational tool for the students. This year Benicia is benefiting from the service – for the past five months the Cal Poly team has been working closely with City staff, the public and decision makers to put together one of the first Climate Action Plans in the State for a city of our size.

The team is comprised of two professors, Professor Zeljka Howard and Dr. Adrienne Greve, along with two graduate students and 25 undergraduate seniors. Combined, the two professors bring over 45 years of experience in teaching and practicing community planning, architecture, environmental engineering and urban ecology; projects under their leadership have been awarded dozens of local, state and national awards.

March 12, 2009 Presentation

On March 12, 2009, the Cal Poly, San Luis Obispo City and Regional Planning Department Consulting Team will present an update of their progress on the Climate Action Plan. The presentation will include a brief overview of the Climate Action Plan preparation process and a summary of recommended strategies for each of the eight focus areas. Focus areas include Transportation and Land Use, Energy, Industry, Parks and Open Space, Water and Wastewater, Solid Waste, and Public Outreach and Education.

**MEMO TO PLANNING COMMISSION:
NOVEMBER 4, 2008**



Community Development Department

MEMORANDUM

Date: November 4, 2008
To: Planning Commission
From: Mike Marcus, Assistant Planner
Re: Climate Action Plan Workshop – November 13, 2008

Overview

The City of Benicia is proud to be the first city in Solano County to address climate change through a comprehensive planning process, funded by a grant from the Bay Area Air Quality Management District (BAAQMD). This process includes the recently completed greenhouse gas emission inventory, the establishment of reduction targets and the development of a Climate Action Plan (CAP). The Planning Commission will be the body to advise the City Council regarding the CAP.

The City has hired the Cal Poly, San Luis Obispo City and Regional Planning (CRP) Department to write a CAP that will achieve the reduction goals set by the City Council. Climate Action Plans analyze greenhouse gas inventories and provide municipalities with specific emission reduction strategies and recommended actions. The analysis looks at everything from industrial operations and manufacturing to resident commute patterns to green building standards to City operations. As its final product, the consultant team will provide a draft CAP in April 2009 to carry forward for adoption.

Community Involvement and Outreach

The success of the CAP process depends on public participation. The Cal Poly consultant team will lead a community involvement and outreach strategy as part of their work. This will include an interactive website currently under construction (www.BeniciaClimateActionPlan.com), print materials, and workshops. Information was distributed at the Farmers' Market in October.

Planning Process

The project will occur in two phases:

- Phase One: Background Report – The draft background report will include findings from the community workshop, vision and goals and a policy audit. Deliverables include a draft to be submitted for City review and comment in December 2008 and a final background report in January 2009.

- Phase Two: Draft Climate Action Plan – The draft climate action plan will build from the background report to identify definitive focus areas and specific emission reduction strategies, develop indicators to track each strategy, and provide policy recommendations for implementation. The Cal Poly consulting team will present their findings at the March 12, 2009 Planning Commission meeting, and will submit a final draft in April 2009.

City staff will then take the final draft to the Planning Commission and Council for adoption. In accordance with the terms of the BAAQMD grant, the CAP must be adopted by June 30, 2009.

Cal Poly Involvement

On an annual basis, the Cal Poly CRP Department partners with a municipality to author a planning document as both a community service project and an educational tool for the students. This year Benicia is benefiting from the service – for seven months, the Cal Poly team will be working closely with City staff, the public and decision makers to put together one of the first Climate Action Plans in the State for a city of our size.

The team is comprised of two professors, Professor Zeljka Howard and Dr. Adrienne Greve, along with two graduate students and twenty undergraduate seniors. Combined, the two professors bring over 45 years of experience in teaching and practicing community planning, architecture, environmental engineering and urban ecology; projects under their leadership have been awarded dozens of local, state and national awards.

Workshop - November 13, 2008

The purpose of the workshop is to inform members of the public about the City's climate protection planning process, set a community vision, and solicit ideas and input on implementation strategies.

**PLANNING COMMISSION STAFF REPORT:
OCTOBER 2, 2008 (without attachments)**

AGENDA ITEM
PLANNING COMMISSION MEETING: OCTOBER 9, 2008
PRESENTATIONS

DATE : October 2, 2008
TO : Planning Commission
FROM : Mike Marcus, Assistant Planner
SUBJECT : **CLIMATE ACTION PLAN PRESENTATION**

RECOMMENDATION:

None, this is a presentation, no action is necessary.

SUMMARY:

The City of Benicia is proud to be the first city in Solano County to address climate change through a comprehensive planning process, funded by a grant from the Bay Area Air Quality Management District (BAAQMD). This process includes the recently completed greenhouse gas emission inventory, the establishment of reduction targets and the development of a Climate Action Plan (CAP). The Planning Commission will be the body to advise the City Council regarding the CAP.

The City has hired the Cal Poly, San Luis Obispo City and Regional Planning (CRP) Department to write a CAP that will achieve the reduction goals set by the City Council. Climate Action Plans analyze greenhouse gas inventories and provide municipalities with specific emission reduction strategies and recommended actions. The analysis looks at everything from industrial operations and manufacturing to resident commute patterns to green building standards to City operations. As its final product, the consultant team will provide a draft CAP in April 2009 to carry forward for adoption.

Community Involvement and Outreach

The success of the CAP process depends on public participation. The Cal Poly consultant team will lead a community involvement and outreach strategy as part of their work. This will include an interactive website currently under construction (www.BeniciaClimateActionPlan.com), print materials, workshops and a Farmer's Market information booth.

On Thursday, November 13th, the date of the regularly scheduled Planning Commission meeting, the Commission will host a public workshop at 6:30PM at the Senior Center (167 East L Street, Benicia). Public outreach efforts will include:

- Postcard mailing to every household in the city
- Utility bill advertisement inserts
- Inside Benicia ad and article

- Public Access TV coverage
- Local newspaper interviews

Planning Process

The project will occur in two phases:

- Phase One: Background Report – The draft background report will include findings from the community workshop, vision and goals and a policy audit. Deliverables include a draft to be submitted for City review and comment in December 2008 and a final background report in January 2009.
- Phase Two: Draft Climate Action Plan – The draft climate action plan will build from the background report to identify definitive focus areas and specific emission reduction strategies, develop indicators to track each strategy, and provide policy recommendations for implementation. Deliverables include a preliminary draft to be presented at a community meeting sometime in March and a final draft that incorporates subsequent comments due April 30, 2009.

City staff will then take the final draft to the Planning Commission and Council for adoption. In accordance with the terms of the BAAQMD grant, the CAP must be adopted by June 30, 2009.

Cal Poly Involvement

On an annual basis, the Cal Poly CRP Department partners with a municipality to author a planning document as both a community service project and an educational tool for the students. This year Benicia is benefiting from the service – for seven months, the Cal Poly team will be working closely with City staff, the public and decision makers to put together one of the first Climate Action Plans in the State for a city of our size.

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Attachments:

- September 16, 2008 City Council Staff Report: Emissions Inventory Report and Greenhouse Gas Reduction Targets

DRAFT CLIMATE ACTION PLAN