

chapter 10

Plan Administration





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10.1 Chapter Overview

This chapter outlines the steps to administer and regulate future development within the Specific Plan Area. It also describes streamlining provided by the Specific Plan and development incentives available from the City which foster new high-quality infill development.

To guide future development and help facilitate its review, the Specific Plan is administered through use of citywide land uses and processes, to the extent possible. This Specific Plan is to be administered in coordination with the standards and processes identified in the Planning and Development Code (PDC). Where the Specific Plan is silent, the PDC shall govern.

Private investment is essential to implement the Specific Plan. Private developers provide the majority of resources required for future development, including adaptive reuse of existing structures, new housing, new commercial development, and the infrastructure needed to support it. Public facilities, such as public parks, streets, and streetscape improvements are also funded or provided directly by private developers if a new development project creates the need for additional public facilities.

The West Broadway Specific Plan Public Facilities Funding Strategy, which is a separate document, provides important background for implementing the Specific Plan. It provides the background for establishing an approach that will advise the funding of public facility improvements and municipal services necessary to serve the Specific Plan area and achieve the community objectives of the Specific Plan. The Funding Strategy also identifies the estimated cost of public facility improvements and potential revenue sources to pay for improvements. Additional information about the West Broadway Specific Plan Public Facilities Funding Strategy is included in section 10.3.2 of this chapter.

10.2 Plan Administration Goals and Policies

The Specific Plan sets forth the policies, standards, guidelines, and implementation actions that provide direction to support the sustainable growth of future development in the Specific Plan Area that respects the scale of surrounding established neighborhoods.

The following goals and policies address the administration of future development in the Specific Plan Area.

Plan Administration Goals and Policies	
Goal PA-I	<i>Streamline review of future development by using the Specific Plan, Specific Plan EIR, and citywide standards and processes to guide and regulate future development in the Specific Plan Area.</i>
Policy	<p>PA-I.1: Prior to issuance of building permits, new development will be subject to and reviewed for:</p> <ul style="list-style-type: none"> ▲ Consistency with the goals, policies, standards, and design guidelines of this Specific Plan. ▲ Consistency with applicable General Plan goals and policies provided in Appendix A of the Specific Plan. ▲ Compliance with applicable standards of the Planning and Development Code. ▲ Consistency with the environmental analysis prepared for the Specific Plan to determine whether further analysis is required according to the California Environmental Quality Act. ▲ Compliance with the mitigation measures of the Mitigation Monitoring Plan included in Chapter 4 of the Final EIR for the Specific Plan.

Implementation actions that further respond to specific goals and policies are addressed in the corresponding Specific Plan chapter.

10.3 Administration Procedures

10.3.1 Specific Plan Approvals

The following City Council actions are anticipated to occur in association with adoption of the Specific Plan:

- ▲ **Final EIR.** Certification of the EIR to determine that it was completed in compliance with the California Environmental Quality Act (CEQA) and that the decision-making body has reviewed and considered the information in the document

- ▲ **Mitigation Monitoring Plan.** Adoption of a Mitigation Monitoring Plan (MMP), which specifies the methods for monitoring mitigation measures required to eliminate or reduce the project’s significant effects on the environment
- ▲ **Findings of Fact.** Adoption of Findings of Fact and, for any impacts determined to be significant and unavoidable, a Statement of Overriding Considerations
- ▲ **Water Supply Assessment.** Approval of a Water Supply Assessment
- ▲ **Adoption of the West Broadway Specific Plan and Public Facilities Funding Strategy.** Adoption of the Specific Plan and Public Facilities Funding Strategy (Funding Strategy) prepared for the Specific Plan
- ▲ **General Plan Amendments.** Approval of amendments to the 2035 General Plan, including an update to the Land Use and Urban Form Map
- ▲ **Zoning Map.** Ordinance amending Title 17 to rezone certain parcels
- ▲ **Boundary amendments.** Approval of boundary amendments for the Central City Specific Plan boundary and Central City Special Planning District boundary so that they do not overlap with the West Broadway Specific Plan boundary.
- ▲ **Bikeway Master Plan.** Approval of amendments to the Bikeway Master Plan to modify the Bikeway Facilities Map

After adoption of the Specific Plan, all subsequent development projects, public improvements, and other activities proposed to occur in the Specific Plan Area will be reviewed for consistency with the Specific Plan and associated environmental review document and with applicable city General Plan and PDC requirements.

10.3.2 Public Facilities Funding Strategy

The Funding Strategy for the West Broadway Specific Plan is provided as a separate document to the Specific Plan. The Funding Strategy provides background for and will advise on approaches to funding facility improvements and municipal services that are necessary to serve future

development in the Specific Plan Area, according to the plans and objectives of the Specific Plan. Because many of the private development sites in the Specific Plan Area are large, the Funding Strategy identifies known, but not all, costs for in-tract and other related public improvements. It is anticipated that most improvements in the area are “in-tract” or site specific and thus, the funding responsibility of the developer or future applicant that is moving forward with the development project. Other funding may also be available from City or other public sources, such as grants that can be planned to defray in-tract improvement costs. The Funding Strategy also provides information related to potential funding sources to pay for public improvements.

10.3.3 Subsequent Project Approvals

Individual development projects in the Specific Plan Area will be subject to approval of subsequent entitlements, which may include Conditional Use Permits; Site Plan and Design Review; Tentative Maps; Subdivision Maps; and other entitlements subject to the requirements of the PDC. Application and processing requirements shall be prepared in accordance with the City’s PDC.

Future development projects or public improvements in the Specific Plan Area shall be reviewed for consistency with the Specific Plan; the documents in support of the Specific Plan including Specific Plan EIR and Funding Strategy; and other applicable City regulations and standards. In approving a subsequent project or permit, the City may impose conditions that are reasonably necessary to ensure that the project complies with the Specific Plan and other applicable plans and regulations.

10.3.4 Specific Plan Amendments

Over time, various sections of the Specific Plan may need to be revised to respond to changing conditions and to ensure alignment of the Specific Plan’s goals, policies, and implementing actions with development in the area. Any amendment to the Specific Plan shall follow the applicable provisions of the PDC.

10.3.5 Environmental Review

Subsequent development projects shall be reviewed to ensure compliance with CEQA. The West Broadway Specific Plan EIR and MMP serves as the master environmental document for review of subsequent entitlements in the Specific Plan Area.

Development applications are reviewed on a project-by-project basis to determine consistency with the EIR and compliance with the MMP. In general, if a subsequent project is determined to be consistent with the Specific Plan and within the scope of the Specific Plan EIR analysis, further environmental review may not be necessary. If it is determined that a development application is inconsistent with the Specific Plan or outside the scope of the Specific Plan EIR analysis, a determination will be made as to the appropriate subsequent environmental review process.

Mitigation Monitoring Plan

CEQA requires all state and local agencies to establish reporting and monitoring programs for projects approved by a public agency, whether that is a mitigated negative declaration or EIR with specified environmental findings. A MMP has been prepared in support of the Specific Plan. The MMP will be used by the City to ensure each project’s compliance with the adopted mitigation measures of the Specific Plan. The Specific Plan MMP is provided in Chapter 4 of the Specific Plan Final EIR.

10.4 Streamlining and Incentives

10.4.1 Process Streamlining

To facilitate infill development in the Specific Plan Area, various process streamlining and development review assistance measures at the City are available to help with project development. At the time of the Specific Plan preparation, the following streamlining processes, indicated in Table 10-1, were available to assist project applicants.

Table 10-1: Streamlining Processes	
Streamlining Process	Description
Pre-Application Review	A pre-application review provides developers the opportunity to present their project concept, ask questions, and clarify project requirements before a formal submittal.
“One-Stop” Public Counter	A “one-stop” public counter is provided as a single point of entry for public information and services to initiate the development application process and reduce wait times. It includes building, planning, fire, utilities, and development engineering services.
Assigned Project Manager	Projects valued at \$1 million or more are eligible for a designated project manager to help facilitate a more efficient development review process.
Electronic Submittal of Planning and Building Applications	The Community Development Department Citizen Portal enables applicants to submit their application package to the Planning Division or Building Division as an electronic (PDF) as an alternative to in-person, public counter submittal.
Interdisciplinary Process Review Meetings	The Matrix Review Committee, which includes staff from various city departments, Regional Transit, and Sacramento Municipal Utility District, meets regularly to communicate and coordinate on projects, including to identify any concerns with a proposed project. Follow-up meetings are then scheduled with the applicant to review any identified issues.
Cycle Times	Established turnaround times for building plan review are provided.
Expedited Plan Review	The Building Division offers expedited plan review, subject to approval by the Supervising Engineer and an additional expedited plan review fee.
Permit Simplicity	The Building Division accepts plans prepared by a pre-qualified professional engineer or architect in accordance with City guidelines for expedited plan review.
Staff-Level Planning Approval	The update of the Planning and Development Code increased the number of staff-level approvals, reducing the number of projects subject to commission-level review.

Source: Sacramento Streamline, Central City Specific Plan, and adapted by Ascent in 2019

10.4.2 CEQA Streamlining

Projects consistent with the Specific Plan and Specific Plan EIR may be eligible for the following CEQA streamlining.

Exemptions for Residential Projects

Government Code Section 65457 states that “any residential development project, including any subdivision, or any zoning change that is undertaken to implement and is consistent with a specific plan for which an environmental impact report has been certified after January 1, 1980, is exempt” from further CEQA review, absent substantial changes or new information as defined by State CEQA Guidelines Section 15162. If a proposed residential project is consistent with the West Broadway Specific Plan, the General Plan, the PDC, and other City standards and guidelines, a project applicant may avoid preparation and public circulation of a subsequent environmental document and proceed directly to Site Plan and Design Review approval and any other required entitlements. This exemption provides the opportunity for streamlined environmental review for infill residential projects located in the Specific Plan Area.

Exemptions for Projects Consistent with a General Plan, Community Plan, or Zoning

Section 15183(a) of the State CEQA Guidelines states, “CEQA mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects which are peculiar to the project or its site.”

Pursuant to State CEQA Guidelines Section 15183(c), “[i]f an impact is not peculiar to the parcel or to the project, has been addressed as a significant effect in the prior EIR, or can be substantially mitigated by the imposition of uniformly applied development policies or standards..., then an additional EIR need not be prepared for the project solely on the basis of that impact.”

Specific Plan policies, design guidelines, and certain implementation actions work in conjunction with the General Plan, PDC, City-wide Design Guidelines, and the Planned Unit Developments in the area to set

the expectations for development and provide the criteria to evaluate a proposed project’s conformance.

Exemptions from Future Traffic Analysis

Section 15064.3, which was added to the State CEQA Guidelines on December 28, 2018, as part of a comprehensive guidelines update, requires that vehicle miles traveled (VMT) rather than a congestion metric (such as level of service) be the primary metric used to identify vehicle-related transportation impacts by July 2020. Section 15064.3(b)(1) addresses land use projects and describes that projects with specified proximity to “major” or “high-quality” transit should be presumed to cause a less-than-significant transportation impact. A major transit stop is defined as a site containing an existing rail transit station, a ferry terminal served by either a bus or a rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. It also includes major transit stops identified in the applicable regional transportation plan. A high-quality transit corridor is a corridor with fixed-route bus service with service intervals no longer than 15 minutes during peak commute hours.

Transit Priority Areas are defined as areas within one-half mile of a major transit stop or an existing or planned high-quality transit corridor, and according to Section 15064.3(b)(1) of the State CEQA Guidelines, any project proposed for such an area should be presumed to cause a less-than-significant transportation impact. Existing Route 51 provides the frequency of service needed to meet the definition of a major transit stop. Thus, under existing conditions, the northeast portions of the Specific Plan Area surrounding the Route 51 transit stop at 8th Street and Broadway qualify as a Transit Priority Area in the Metropolitan Transportation Plan/Sustainability Community Strategy (MTP/SCS) for the Sacramento region.

According to Sacramento Area Council of Governments (SACOG) mapping for 2036, the entire Specific Plan Area is within a future Transit Priority Area and would meet the screening criteria for proximity to major and/or high-quality transit, based on planned improvements for the area, including future transit that would traverse the planned Broadway

Bridge connecting Sacramento and West Sacramento.¹ New residential, retail, office, and mixed-use projects in these Transit Priority Areas would be presumed to have less-than-significant transportation impacts related to VMT. It should be noted that this presumption would not apply if project-specific or location-specific information indicates that the project would still generate substantial levels of VMT.

Therefore, based on guidance provided in the Governor's Office of Planning and Research (OPR) Technical Advisory on Evaluating Transportation Impacts in CEQA, a proposed project in the Specific Plan Area would require no further VMT analysis under CEQA if it:

- ▲ is located within a Transit Priority Area as defined by SACOG;
- ▲ is consistent with the SACOG MTP/SCS;
- ▲ has a floor area ratio of greater than 0.75;
- ▲ does not replace affordable residential units with a smaller number of moderate- or high-income residential units; and
- ▲ does not include more parking for use by residents, customers, or employees of the project than the maximum allowed by the City.

While further VMT analysis would not be necessary under CEQA for projects that comply with these requirements, other potential transportation impacts, including those related to bicycle, pedestrian, and transit facilities, roadway hazards, and emergency access, would still need to be addressed under CEQA.

Additionally, as detailed in the OPR Technical Advisory, absent substantial evidence indicating that a project would generate a potentially significant level of VMT, or inconsistency with an SCS or a general plan, small projects that generate or attract fewer than 110 trips per day generally may be assumed to cause a less-than-significant transportation impact.²

¹ Sacramento Area Council of Governments, 2016 MTP/SCS Online Map. Available: <http://sacog.maps.arcgis.com/apps/webappviewer/index.html?id=456fc5ca2ae34385be97a9222c4c4914>. Accessed November 7, 2019.

However, future projects may still be required to provide supplemental studies to address level of service, ingress/egress, pedestrian/bicycle/vehicle conflicts, parking, and other mobility-related issues as required by the City.

10.4.3 Regulatory Incentives

In addition to the process and CEQA streamlining opportunities, the PDC includes regulatory incentives applicable to promote housing and infill development.

Specific Plan Consistency with the Planning and Development Code

The land use regulations identified in this Specific Plan use the City's existing zoning and PDC standards to streamline the City's development review process. The PDC includes the following regulatory incentives, intended to facilitate infill development in the Specific Plan Area:

- ▲ **Reduced Parking Requirements.** Parking requirements in the city are tiered and subdivided into districts, whereby reduced parking opportunities are available in the more urban areas of the city that are more highly connected, to facilitate new development and promote alternative transportation modes.
- ▲ **Reduced Quimby Act Park Dedication Requirements.** Quimby Act park dedication requirements have been reduced from 5 acres per 1,000 residents to 1.75 acres per 1,000 residents in the Central City and to 3.5 acres per 1,000 residents in the Remainder City.
- ▲ **Site Plan and Design Review.** The City's Site Plan and Design Review process and City-wide Design Guidelines provide flexibility to accommodate minor deviations to development standards through staff-level review and support creative planning and design approaches for projects that meet the intent of the General Plan and this Specific Plan.

² Governor's Office of Planning and Research, 2018. Technical Advisory on Evaluating Transportation Impacts in CEQA. P. 12.

Historic Preservation

The Mills Act program provides economic incentives for the preservation of historic buildings. Enacted in 1972, the Mills Act legislation grants participating local governments the authority to enter into contracts with owners of qualified historic properties who restore and maintain those historic properties. The property owner is granted a tax break for participating in the program. Mills Act contracts are for 10 years initially with automatic yearly extensions. The contract stays with the property and transfers from owner to owner. The local government establishes its own criteria, application procedures, and contract terms and determines how many contracts it will allow in its jurisdiction.

10.4.4 Financial Incentives

Reducing costs is another mechanism to encourage infill development. The City has a number of financial incentive programs aimed at improving the feasibility of developing property in the Specific Plan Area. Table 10-2 lists the financial incentives available to applicants proposing projects in the Specific Plan Area.

Financial Incentives	Description
Property Assessed Clean Energy Financing Program	This program provides financing for energy efficiency and renewable energy improvements on private property.
Go Green Finance	This program, provided by Energy Upgrade California, identifies educational tools and resources to help consumers find green financing products that are tailored to their individual needs.
Sacramento Brownfields Program	This program provides financing for development of environmentally contaminated sites.
Residential Development Impact Fee for Affordable Dwelling Units	Development impact fees are set at a zero-dollar rate for eligible new affordable dwelling units. Reduced residential rates are provided for water system, sewer development, combined sewer development, park development impact, and other city fees.
Statewide Community Infrastructure Program	This program provides the ability to create assessment districts for individual parcels that will allow landowners to finance applicable infrastructure improvements.
City Development Impact Fee Program	The City's Development Impact Fee Program standardizes how new or updated fees are assessed. The program also allows deferral of fees to final inspection in order to help infill residential, mixed-use, and large non-residential development (greater than 100,000 square feet) pull more permits at once and develop at economies of scale.
Fee Deferral	Fee deferrals are allowed for housing developments of five or more units and commercial or industrial uses with a project value totaling \$1,000,000 or more.

Source: City of Sacramento, Central City Specific Plan, and adapted by Ascent in 2019

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