

## **Section 7 – Implementation Program**

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### **7.0 Overview**

This details the Implementation Plan of the action items listed Section 6, including a table for each policy category that shows the action, the responsible party, the timeframe, and any potential funding sources.

Consistent with the Housing Goals, Standards, Policies, and Actions section prior, the action items have been grouped in the following policy categories:

7.1) housing supply, 7.2) affordable housing, 7.3) removal of constraints on housing production, 7.4) residential conservation, 7.5) access to housing and 7.6) energy conservation.

### **7.1 Provide Adequate Sites: Regional Needs, Income Levels, Housing Types**

The primary focus of this part of the Implementation Plan is to ensure provision of adequate sites for the City to comply with its Regional Housing Needs Allocation (RHNA). There is only one site that is currently being processed that needs to be approved for housing in order to provide for RHNA. This is the Oakshade affordable housing site comprised of the following APNs 069-020-84 and 85. These sites currently allow housing through a conditional use permit. The City commits to processing this planning application and completing its review prior to September 2009. The Davis Redevelopment Agency has provided both land and financing to the development of this affordable housing apartment complex. All other sites necessary to provide housing for the City's RHNA that accommodate all income categories are currently available for housing development.

Specific types of housing, including shelter and transitional housing, housing for farmworkers, housing for single-persons and small households including single-room occupancies, and second units, are all included in this portion of the Implementation Plan.

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**Table 53a: Provide Adequate Sites (Housing Supply) Implementation Plan**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
1. Process the planning entitlement application for the Oakshade affordable housing project (APNs 069-020-084 and 069-020-085) to allow for the provision of low and very-low income units needed to meet the City’s RHNA for this planning period.	a. Process planning entitlements. b. Consider funding request for project from non-profit affordable housing developers.	a. and b., Planning Division and Housing staff, with action by Social Services Commission, Planning Commission and City Council	Spring 2008	Planning application fees and potential assistance from HOME and Redevelopment funds
2. Continue to give priority water and sewer services to units necessary to meet the City’s RHNA for this planning period, with specific priority given to affordable housing units.	a. Ensure priority when processing required units for RHNA and affordable housing units.	a. Community Development and Public Works Departments, with action by the Planning Commission and City Council	Ongoing	Already budgeted staff time and planning application fees
3. As a vehicle for long range planning, continue to rank the sites with the best development potential for housing for allocation processes under the City’s 1% policy, including development agreements that include adequate citizens' participation and City Council oversight in the planning implementation of the allocation processes.	a. Set up guidelines	a. Planning Division, with action by Planning Commission and City Council	Spring 2008	Already budgeted staff time
4. Analyze the mechanism whereby existing and future mobile home sites can be made permanently affordable.	a. Analyze various models and policies, including Rancho Yolo grant research, make recommendation b. Review and take action	a. Housing staff b. Social Services Commission, Planning Commission and City Council	Spring 2009	Already budgeted staff time
5. As part of proposed large housing developments, consider requiring a percentage of small residential lots and structures with related floor area ratio standards to contribute to the supply of affordable housing and to avoid overbuilding of lots.	a. Consider policy beyond current requirement for a mix of housing types	a. Planning Division, with action by Planning Commission and City Council	Spring 2009, as part of General Plan Update	Already budgeted staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
6. Evaluate mechanism by which the City can encourage increased densities in Davis in order to facilitate greater affordability without sprawl. Study such dwellings as row houses, town houses, second story apartments over businesses, impact of increased allowable densities, and second dwelling units. At a minimum, the study parameters should include analysis of the cost of construction impact on local infrastructure, impact to the city General fund, affordability, proximity to shopping and services and consistency with neighborhood preservations standards as they relate to adaptive reuse, privacy, open space, building mass and scale and parking impact issues.	a. Consider policy beyond current requirement for a mix of housing types	a. Planning Division, with action by Planning Commission and City Council	Spring 2009, as part of General Plan Update	Already budgeted staff time
7. Strive to provide owner-occupied townhouses and condominiums in and near the core area and the neighborhood shopping centers geared to empty-nesters and singles and couples without children, in order to limit sprawl and provide lifestyle alternatives for those who do not need large suburban houses.	a. Consider additional steps to promote these types of development, particularly for potential housing sites that rank high on City list.	a. Planning Division, with direction from City Council	Ongoing, starting Spring 2009	Already budgeted staff time
8. As directed by City Council, City staff will development a report on the appropriateness and effectiveness of the suspended Middle Income Housing Ordinance by June 2011.	a. Evaluate whether the requirement is a constraint on housing development	a. Housing Staff b. Social Services Commission and City Council c. Planning Division	June 2011	Staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
<p><u>9. The City of Davis will complete a comprehensive review of the following policies to evaluate the cumulative impact on residential development: the 1 percent Growth Policy, Measure J, the Phased Allocation Ordinance and the Middle Income Ordinance (currently suspended). The review will identify the cumulative impact of these separate policies, initiatives and ordinances on residential development and recommend changes to address the identified regulatory barriers. The review will evaluate the City's ability to achieve the ultimate common goals established by these policies and ensure that there is no redundancy in the combination of their implementation. As issues are identified as part of this review the City will implement changes to mitigate and remove barriers, increase the transparency of these policies and establish ways to streamline these policies and processing permit procedures to assist with the development of a variety of housing types to serve a range of income levels.</u></p>	<p>Evaluate whether the requirement is a constraint on housing development</p>	<p>a. Planning Division b. Housing Staff</p>	<p>December 2012</p>	<p>General Fund/Staff time</p>
<p><u>10. The City will review the current Inclusionary Housing Ordinance to ensure that its requirements do not unduly impact a developer's ability to develop housing in the City of Davis. The City is currently conducting visioning workshops on its affordable housing program to explore program options for increasing affordability of existing housing stock and for encouraging additional in-fill development and to ensure that the intent of the program allows for the development of affordable housing through the completion of housing developments. The City will also review recent court cases regarding inclusionary housing requirements to ensure compliance with state law.</u></p>	<p>Evaluate whether the requirement is a constraint on housing development</p>	<p>a. Planning Division</p>	<p>June 2011</p>	<p>Affordable Housing Funds</p>
<p><u>11. The City will facilitate the development of housing to meet the needs of the City of future growth sites (identified as green sites in Table 47). The City will expedite planning applications on these sites, meet with interested property owners to provide them an overview of the planning application process, assist with implementing rezones and provide flexibility in development standards to promote the production of housing types that can serve a range of income levels.</u></p>	<p>Facilitate development of housing.</p>	<p>a. Planning Division</p>	<p>Ongoing. As projects come forward, the City will facilitate the development of housing on these sites.</p>	<p>General Fund and Project Application Fees</p>

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
<p>12 Explore mechanisms for encouraging and financing the construction of housing to meet the needs of households with children with low, very low, and extremely low incomes.</p>	<p>a. Work with local affordable housing developers            b. Provide funding assistance through HOME and Redevelopment Funds            c. Provide land dedication sites for development            d. Work with CalHFA on the provision of financing to resale-restricted units.</p>	<p>a. Housing Staff            b. Social Services Commission and City Council            c. Social Services Commission and City Council</p>	<p>December 2011</p>	<p>HOME, Redevelopment Housing Set-Aside, Housing Trust Fund, CDBG</p>
<p>13. Adopt zoning provisions allowing housing to meet the special housing needs of single persons or small households with low, very low- and extremely low- incomes by the following actions:</p> <ul style="list-style-type: none"> <li>• <u>These provisions will include the provision of single room occupancy units (SRO), which are small units meant for a single person to inhabit as a permanent residence that may have a private bathroom or kitchen but not both.</u></li> <li>• <u>Work with the Housing Authority to provide Housing Choice Vouchers to small households with extremely low- and very low-incomes.</u></li> </ul> <p><u>Allow such housing, subject to discretionary review, in appropriate residential and commercial areas.</u></p>	<p>a. Continue assessing commercial areas that have potential to accommodate residential uses (e.g. neighborhood shopping centers)</p>	<p>a. Planning Division, with action by Planning Commission and City Council</p>	<p>June 2011; Ongoing</p>	<p>Already budgeted staff time</p>
<p><u>14. Amend the definition of “semi-public use” in the City code to clarify that this use included emergency shelters. In addition, list “emergency shelter” as permitted use in the C-I zone. With a current land capacity of .277 of an acres, emergency shelters will be allowed in the C-I by right with out CUP or other discretionary action.</u></p>	<p><u>a. Compliance with SB 2 by clarifying that emergency shelters are permitted uses in the C-I district.</u></p>	<p><u>a. Planning Division, with action by Planning Commission and City Council</u></p>	<p><u>June 2010</u></p>	<p><u>Staff time</u></p>

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<u>15. Per SB 2, transitional and supportive housing must be treated as residential uses. Specific definitions of each of these are needed to ensure clarity of what type of housing constitutes a supportive or transitional housing type. To this end, the City will add definitions of “transitional” and “supportive” housing in accordance with state law to the Zoning Ordinance.</u>	<u>a. Compliance with SB 2 by clarifying that emergency shelters are permitted uses in the C-I district.</u>	<u>a. Planning Division, with action by Planning Commission and City Council</u>	<u>June 2010</u>	<u>Staff time</u>
<u>16. Streamline the permit-approval process to the extent feasible by offering pre-application meetings and concurrent review of applications.</u>	<u>a. Encourage the construction of housing to meet the needs of single persons and households with children with extremely low, very-low, and low incomes.</u>	<u>a. Planning Division</u>	<u>Ongoing</u>	<u>Staff time</u>
17. Facilitate the process for reasonable accommodations in land use, zoning, funding, development and use of housing for persons with disabilities and adopt an ordinance that specifies procedures and standards for granting reasonable accommodation for persons with disabilities. Consistent with policies that ensure a fair and equitable dispersal of group homes throughout the city. Complete adoption of the local reasonable accommodations ordinance currently being processed.	a. Complete processing of Reasonable Accommodation Ordinance.	a. Housing staff and action by City Council	Spring 2008	Already budgeted staff time
18. Complete a review of land use and zoning standards to promote housing for people with disabilities.	a. Complete processing of the Accessible Features Checklist Ordinance	a. Housing staff and action by City Council	Spring 2008	Already budgeted staff time
19. Create incentives to encourage the establishment of fully accessible housing for people with disabilities in addition to requirements for accessible units otherwise mandated by federal and state law, including providing density bonuses for additional units that incorporate universal design or other similar design principles.	a. Research and make recommendations on potential incentives b. Take action on recommendations	a. Housing staff with Planning Division b. Social Services Commission, Planning Commission, and City Council	2009	Already budgeted staff time

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<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
20. Facilitate the inclusion of accessibility and visitability features in the construction of new housing to the greatest extent possible, including use of incentives.	a. Enforcement of Visitability/ Accessibility Policy b. Adoption of Accessible Features Checklist Ordinance	a. and b. Housing staff, Social Services Commission, Planning Commission, and City Council	a. Ongoing b. Spring 2008	Already budgeted staff time
21. Evaluate the Visitability/Accessibility Policy in 2010 after it has been applied to a variety of projects. Specifically, review the effectiveness of the policy targets and its categories of exemption, and determine if any modifications should be made including consideration of converting the policy to an ordinance.	a. Track development of visitable and accessible units b. Assess the policy for areas to improve, update as needed	a. Housing staff b. Housing staff, with action by the Social Services Commission, Planning Commission, and City Council	Ongoing and by 2010	Already budgeted staff time
22. Continue to work with UC Davis to provide housing for students.	a. Meet regularly with UC Davis staff to communicate on areas to collaborate.	a. City Manager’s Office and City Council	Ongoing	Already budgeted staff time
21.Support the provisions in the Memorandum of Understanding entered into by and between the City of Davis and UC Davis in 1989, including but not limited to the following: 1. The goal and intention of UC Davis to provide on-campus housing for 25% of the current (1988-89) base student population of 21,000 and for 35% of the new student population; and 2. The agreement that UC. Davis’ maximum and optimum three-term student population on the Davis campus is 26,000. In addition, rely upon the University to provide on-campus student housing to provide for accelerated enrollment beyond 24,000 students by the year 2000-01 and 26,000 students by the year 2005-06. Seek an update of the Memorandum of Understanding (MOU) including the percentage of student housing to be provided on campus.	a. Meet regularly with UC Davis staff to communicate on areas to collaborate	a. City Manager’s Office and City Council	Ongoing	Already budgeted staff time
23. Urge the University to provide on-campus housing for living groups.	a. Meet regularly with UC Davis staff to communicate on areas to collaborate	a. City Manager’s Office and City Council	Ongoing	Already budgeted staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
24. Investigate as a strategy City, RDA and UC Davis joint sponsorship of targeted student and faculty staff housing within the City limits.	a. Continue to assess feasibility of annexing West Village project	a. Planning Division, City Manager’s Office and City Council	Spring 2008	Already budgeted staff time
25. Consider the proximity to campus, transit routes, and bike paths when siting student housing projects.	a. Consider with planning application review	a. Planning Division	Ongoing	Planning application fees
26. Recognize the City's commitment to housing students by pursuing policies and actions which will facilitate the availability of housing which is compatible with existing neighborhoods and is easily accessible by public transit and bicycle.	a. Consider policies that facilitate student housing that is compatible with existing neighborhoods and transit options	a. Planning Division, with action by Planning Commission and City Council	Spring 2009, as part of General Plan Update	Already budgeted staff time
27. Explore programs to assist City staff, UC Davis staff and faculty, Yolo County staff, and school district staff to live in Davis.	a. Apply Affordable Housing and Middle Income Ordinances b. Require use of Local Workforce Incentive System c. Research and consider other opportunities	a., b., and c. Housing staff, with action by the Social Services Commission, Planning Commission, and City Council	Ongoing	Already budgeted staff time
28. Create incentives to provide local housing for local employees. Utilize local employee incentive system as a means of connecting local employees to local affordable and middle ownership opportunities. <u>The City holds a lottery drawing to decide the recipient of an affordable ownership or rental units when one becomes available. The Incentive System for the Local Workforce allows more “tickets” for members of the local workforce to be put into the drawing. This system was developed to ensure the local workforce could live in the community. To address fair housing issues, elderly and disabled households were also included in this incentive system since they are less likely to be part of the local workforce.</u>	a. Require use of Local Workforce Incentive System	a. Housing staff, with action by the Social Services Commission, Planning Commission, and City Council	Ongoing	Already budgeted staff time

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<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
29. Periodically conduct demographic studies to predict the need for housing and care of senior citizens and other special needs populations. These studies should include statistics on age, gender, income levels, marital status, state of health, and supportive services required.	a. Develop a plan that assesses the need and identifies options for an affordable assisted living project	a. Housing staff, with action by the Social Services Commission and City Council	2009	Already budgeted staff time
30. Develop design guidelines and site criteria for senior housing and care in order to ensure that housing targeted for seniors is appropriately designed.	a. Develop criteria	a. Housing staff and Planning Division with action by the Social Services Commission, Planning Commission, and City Council	Spring 2009, as part of General Plan Update	Already budgeted staff time
31. Provide incentives to builders to provide housing and care choices for seniors of all income levels.	a. Consider potential incentives based on assessed need.	a. Housing staff and Planning Division, with action by the Social Services Commission and City Council	2009	Already budgeted staff time
32. Support efforts by the USDA Rural Housing Services and Yolo County Housing Authority to provide housing for farmworkers and their families <u>by offering letters of support, attending meetings with developer and USDA, and offering funding priorities if needed.</u>	a. Support efforts	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time
332. Encourage developers to seek funding from sources such as USDA Rural Housing Services for construction of additional units of permanent housing for farmworkers in Davis <u>by offering letters of support, attending meetings with developer and USDA, and offering funding priorities if needed.</u>	a. Encourage developers and offer letters of support b. Assist Yolo County Housing Authority in completion of rehabilitation of seven permanent units	a. and b. Housing staff with action by the Social Services Commission and City Council	a. Ongoing b. Complete work in 2008	Already budgeted staff time and already committed Redevelopment Funds

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**Table 53b: Provide Adequate Sites (Housing Supply) Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
34. Provide sites for at least 498 housing units during the current planning period, including at least 31 very-low income units, 119 low income units, 163 moderate income units, and 185 above-moderate income units.	a. Process applications, as required by law b. Expedite review of Oakshade affordable housing site	a and b, Community Development Department with action by Social Services Commission, Planning Commission, City Council	Ongoing	Already budgeted staff time, planning processing fees
35. Provide 11 supportive housing units for mentally disabled households at-risk of homelessness.	a. Units complete, City monitors ongoing affordability and special needs	a. Housing staff	January 2013	Land dedication sites, HOME, Redevelopment Funds
36. Provide 21 supportive housing units for elderly households at-risk of homelessness.	a. Units complete, City monitors ongoing affordability and special needs	a. Housing staff	January 2013	Land dedication sites, HOME, Redevelopment Funds
37. Provide 19 supportive housing units for households at-risk of homeless with a physical disability, mental disability, or drug/alcohol dependence.	a. Units complete, City monitors ongoing affordability and special needs	a. Housing staff	January 2013	Land dedication sites, HOME, Redevelopment Funds
38. Provide at least 100 units for low income single-parent and family households, providing at least 50 units for very-low income households.	a. Process affordable housing applications, including Oakshade	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	January 2013	Land dedication sites, HOME, Redevelopment Funds
39. Provide at least 50 units for extremely-low income households <u>through the facilitation of single room occupancy units and by providing funding priority to developments including units affordable to extremely low-income households.</u>	a. Process affordable housing applications, including Oakshade	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	December 2012; monitoring annual through General Plan Annual Report	Land dedication sites, HOME, Redevelopment Funds

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<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
40. Provide at least 200 units of first-floor accessible and fully accessible housing units.	a. Review all housing developments for consistency with accessibility and visitability requirements	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time, planning processing fees
41. Provide at least 60 units of elderly housing units.	a. Units complete, City monitors ongoing affordability and special needs	a. Housing staff	January 2013	Land dedication sites, HOME, Redevelopment Funds
42. Support provision of at least 1,400 housing units for faculty, staff, and students on the UC Davis campus.	(as stated)	The City	Ongoing	Already budgeted staff time
43. Provide at least 100 one-bedroom units and 6 single room occupancy units for single-person and small households.	a. Units complete, City monitors ongoing affordability and special needs	a. Housing staff	January and November 2007	Land dedication sites, HOME, Redevelopment Funds
44. Continue to facilitate at least 18 ministerial second units and 24 discretionary second units.	a. Expedite processing of second unit applications. b. Provide education on developing second units. c. Consider code changes to accommodate additional second units, include public workshops and noticing with any proposed changes. d. Consider neighborhood plans that would further facilitate the development of second units.	a and b Community Development Department	Ongoing	Already budgeted staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
45. Continue to support existing transitional housing and emergency shelter options provided in the city, and consider opportunities to provide shelter for 5 to 10 other households at-risk of homelessness or currently homeless, including: youth transitioning out of foster care homeless individuals post hospital care in need of shelter to accommodate physical recovery	a. Maintain existing levels of transitional and emergency shelter options. b. Work with local housing and service providers to identify opportunities to provide shelter for stated needs groups.	a. Housing Team, Social Services Commission and City Council b. Housing Team, with actions by Social Services Commission and City Council	Ongoing	Already budgeted staff time. Specific funding needs would be requested by individual projects.

### 7.2 Assist in Affordable Housing Development: Utilize State and Federal Programs, Local Incentives, Local Funding Resources

**Table 54a: Assist in Affordable Housing Development Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
46. Encourage use of Federal Tax Credits and other federal and state subsidy programs for production of low-income housing.	a. Provide letters of support	a. Housing staff	Ongoing	Already budgeted staff time
47. Encourage the use of all non-City available affordable housing incentive programs available to Davis residents for both new and existing housing <u>by advertising the programs on the City website and in public meeting places. The incentive programs include:</u> delayed fees for homebuyers, shared equity programs and mortgage-credit certificates.	a. Encourage use of available programs b. Promote and facilitate use of homebuyer education	a. Housing staff	Effective immediately and ongoing as programs change.	Already budgeted staff time and grants like CalHOME that fund education
48. Pursue means of securing additional housing affordable to low-income households and land for such housing including, but not limited to, land dedication, land exaction, and other private funding opportunities.	a. Look for new opportunities to provide affordable housing	a. Housing staff, Redevelopment Agency Board and City Council	Ongoing	HOME, CDBG, Redevelopment Funds, Housing Trust Funds
49. Create incentives to the development of affordable housing through measures such as flexible development standards that are compatible with and protective of the surrounding neighborhood. <u>Most of the City's vacant sites are in the PD zone, which is meant to foster development flexibility. For non-PD sites, the City can consider parking reserves or waivers on development standards such as setbacks, lot coverages, and open space of up to 10 percent.</u>	a. Process affordable housing projects under planned development zoning	a. Community Development Department, with actions by the Planning Commission and City Council	Ongoing	Already budgeted staff time and planning processing fees

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<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
50. Use local resources to support programs in the city that assist in placing high-risk renters into affordable housing units.	a. List this objective as a critical need in future CDBG/HOME funding cycles	a. Housing staff, with actions by the Social Services Commission and City Council	Annual funding cycle	Already budgeted staff time
51. If new lands are added to the City's General Plan Area, identify, zone and develop affordable housing sites early in the planning process.	a. Apply to projects in application	a. Housing staff and Planning Division, with actions by the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time and planning processing fees
52. Work to maintain continued affordability of existing affordable housing with expiring federal, state, or local subsidy programs <u>by annually monitoring each at-risk project and working with owners to develop of plan for conservation of the units. This may include offering technical assistance in identifying alternative funding sources if original funding will expire, a partnership with the City's redevelopment agency or other mechanisms deemed appropriate.</u>	a. Enforce affordability covenants and resale restrictions.	a. Housing staff, with support from the Social Services Commission and City Council	Annually and ongoing as needed.	Already budgeted staff time
53. Assist residents who are displaced from subsidized housing in finding comparable accommodations.	a. Assist displaced residents	a. Housing staff and other city staff as needed	As needed	Already budgeted staff time
54. Establish a referral service to assist very low and low income households in identifying affordable housing in Davis and surrounding areas.	a. Create central application system for affordable rental housing units b. Maintain city affordable housing webpage	a and b, Housing staff with assistance from Informational Systems staff	a. Winter 2008 b. Ongoing	Already budgeted staff time
55. Compile and maintain a list of vacant sites in Davis which are suitable for affordable housing development.	a. Maintain list on city affordable housing webpage	Housing staff	Ongoing	Already budgeted staff time
56. Monitor creation and availability of affordable housing on an annual basis.	a. Annual monitoring of new affordable housing units	Housing staff	Ongoing	Already budgeted staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
57. If monitoring shows that the percentage of affordable units available does not meet identified affordable housing needs, take further actions to encourage construction of affordable housing, such as increasing allowed densities or restructuring the Affordable Housing Ordinance.	a. Assess availability of affordable units and determine need for further action b. Identify and recommend action	a and b, Housing staff, with action by the Social Services Commission, Planning Commission, and City Council	As needed	Already budgeted staff time
58. Encourage and seek funding for shared housing for residents with low-incomes, fixed incomes and pensions.	a. Provide information and shared housing agreements b. Post opportunities for shared housing	a and b, Housing staff and Senior Center staff	Ongoing	Already budgeted staff time
59. Maintain standards for the regulation of condominium conversion applications so that low-income households receive appropriate displacement protection or benefits.	a. Process applications under City’s condo conversion ordinance	Planning Division	Ongoing	Already budgeted staff time and planning processing fees
60. Provide written handouts and work with developers to provide signs to disclose the locations of sites approved for future affordable housing development to low and moderate income persons. In written materials, disclose that affordable housing sites may be developed with affordable housing as envisioned in the General Plan.	a. Generate handouts	Housing staff	2008-2009	Already budgeted staff time
61. The City shall review the Housing Element beginning in January 2010 to determine (1) its progress toward meeting the goals of the Housing Element and any further actions needed to meet them before the end of the current Housing Element planning period; and (2) whether adequate sites will be available to meet the prospective identified needs for the next planning period and, if not, any actions needed during the remainder of the current planning period to make them available.	a. Review Housing Element for progress in Implementation Plan and availability of adequate sites	Housing staff	2010	Already budgeted staff time
62. The City shall petition our state and national representatives for more affordable housing resources.	a. Track and state support (in writing) for bills that provide more affordable housing resources	Housing staff, with action by the City Council	Ongoing	Already budgeted staff time

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
63. Amend the Affordable Housing Ordinance to establish a more precise timeline for transfer of dedicated land and the award of dedicated land for development by non-profits to promote neighborhood acceptance.	a. Amend ordinance	Housing staff, with action by the Social Services Commission, Planning Commission and City Council	2009	Already budgeted staff time
64. Monitor the production of middle income units under the Middle Income Ordinance.	a. Monitor production of Middle Income units	Housing staff	Ongoing	Already budgeted staff time
65. Review the Middle Income Ordinance periodically to identify any necessary amendments.	a. Review and assess need to amend ordinance	Housing staff	2010	Already budgeted staff time

**Table 54b: Assist in Affordable Housing Development Implementation Plan**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
66. Provide at least 100 units for low income single-parent and family households, providing at least 50 units for very-low income households.	a. Process affordable housing applications, including Oakshade	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	Ongoing	Land dedication sites, HOME, Redevelopment Funds
67. Provide at least 50 units for extremely-low income households.	a. Process affordable housing applications, including Oakshade	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	Ongoing	Land dedication sites, HOME, Redevelopment Funds

**7.3 Address Governmental Constraints: Land Use Controls, Building Code, Site Improvements, Fees and Exactions, Processing and Permit Procedures, Constraints on Housing for Persons with Disabilities**

Actions in this section of the Implementation Plan are aimed at reducing and removing governmental constraints to housing, with particular focus on potential constraints in the development of housing for persons with disabilities.

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**Table 55a: Address Governmental Constraints Implementation Plan**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
68. Evaluate the credit given for land dedication in light of General Plan densities and the likely parcel sizes.	Review credit given and make recommendation	Housing staff, with action by the Social Services Commission, Planning Commission and City Council	2009	Already budgeted staff time
69. Consider a more equitable tax structure for future proposed city parcel tax by basing tax on unit square footage so that smaller units pay proportionally lower tax.	Consider variation on tax structure	Finance Department, with action by the City Council	As needed	Already budgeted staff time
70. Provide financial incentives to rental property owners on the condition of making individual units permanently affordable. Options for incentives include but are not limited to market-rate rehabilitation loans and fee waivers.	a. Offer incentives to owners of expiring affordable units	a. Housing staff, with action by the Social Services Commission, Planning Commission and City Council	As needed	Redevelopment Housing Funds or Housing Trust Fund
71. Increase resources for Affordable Housing. Study a variety of mechanisms to increase financial resources to increase the supply of affordable housing.	a. Research mechanisms and make recommendations	a. Housing staff, with action by the Social Services Commission, Planning Commission and City Council	2009	Already budgeted staff time
72. Provide financial incentives to landlords on the condition of making the properties permanently affordable. Options for incentives include below market-rate rehabilitation loans, fee waivers for rehabilitation permits, and others to be negotiated by the Social Services Commission.	a. Offer incentives to landlords of expiring affordable units b. Offer incentives to increase affordable housing stock	a. and b., Housing staff, with action by the Social Services Commission, Planning Commission and City Council	As needed	Redevelopment Housing Funds or Housing Trust Fund

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<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
73. Since the promotion of the construction of second units has been of interest to local commissions and is currently being considered by the City Council, the City performed outreach during their zoning code amendments concerning permitting second units by-right. This outreach will continue as the City plans to provide additional education to the public on what is permitted for developing a second unit. This education model will be based on Santa Cruz’s “Accessory Dwelling Unit Manual”.	Offer incentives to homeowners to add granny flats and second units. Examples of these incentives might be by offering workshops on procedures, costs and design and establishing a revolving fund with low cost loans to allow homeowners to make necessary structural changes; reduced interest for loans used for Section 8 tenant.	a. Housing staff, with action by the Social Services Commission, Planning Commission and City Council	August 2010 and ongoing	Already budgeted staff time
74. Develop and implement guidelines for infill development and comprehensive car management strategies immediately following the adoption of the General Plan so that guidelines and strategies will be in place prior to the approval of significant new infill development.	Infill guidelines are in place, assess. Promote infill with new strategies. Car management strategies are development with individual projects.	Community Development Department and Redevelopment Agency staff, with action by Planning Commission and City Council	Ongoing	Already budgeted staff time
75. Initiate a zoning ordinance amendment that would encourage density bonuses for residential projects in proximity to public facilities and services including bus stops.	a. Research and consider density bonus for this project category	Planning Division, with action by Planning Commission and City Council	Spring 2009, as part of General Plan Update	Already budgeted staff time
76. Periodically review Zoning Ordinance performance standards and revise them as needed to ensure high environmental quality, streamlined processing where appropriate, and compliance with State standards.	Omnibus updates to the Zoning Ordinance	Community Development Department	Every 2-3 years	Already budgeted staff time
77. Streamline the permit-approval process to the extent feasible by offering pre-application meetings and concurrent review of applications.	Streamline permit approval process	Community Development Department	Effective immediately; Ongoing	Already budgeted staff time and planning and building processing fees

## Section 7 – Implementation Program

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
78. Investigate a “one-stop” approval process for non-discretionary applications, which require actions from multiple departments. The purpose would be to avoid unnecessary and confusing processing steps.	Investigate the potential for such process	Community Development Department, with all other Departments	2010	Already budgeted staff time
79. Encourage inter-organizational representation in the long-term planning efforts of each agency, especially in relationships between the City, UC Davis, Yolo County, surrounding cities and DJUSD.	Attend inter-organizational meetings and attend public hearings related to long-term planning, information decision-makers	Community Development Department, Planning Commission and City Council	Ongoing	Already budgeted staff time
80. Develop a method for documenting, distributing and maintaining interpretations of the municipal code, the General Plan, and program policies as each relate to development approval	Maintain Interpretations Binder at planning counter.	Planning Division	Ongoing	Already budgeted staff time and planning processing fees
81. Continue outreach efforts to inform architects and builders of City standards and requirements.	Produce handouts, write articles for the Focus, provide updated information online	All City Departments	Ongoing	Already budgeted staff time
82. Consider expanding the use of third-party project reviewers and plan checkers to reduce permit processing time.	Reduce permit processing time	Community Development Department	2010	Already budgeted staff time and planning and building processing fees

**Table 55b: Address Governmental Constraints Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
83. Provide at least 200 units of first-floor accessible and fully accessible housing units.	a. Review all housing developments for consistency with accessibility and visitability requirements	a. Housing staff and Planning Division, with action by the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time, planning processing fees

## 7.4 Conserve and Improve Condition of Affordable Housing Stock

Table 56a: Conserve and Improve Condition of Affordable Housing Stock Implementation Plan

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
84. Periodically conduct a survey of the condition of residential structures in Davis to identify any need for rehabilitation or replacement.	Conduct surveys with home retrofit program	Housing staff with HOME sub-recipient Rebuilding Together	Every 3 years	Already budgeted staff time
85. Continue to require maintenance and preservation of the existing housing stock through the existing Resale/Retrofit inspection program and by requiring inspection of houses on resale.	Continue Resale/Retrofit Inspection Program	Building Division	Ongoing	Already budgeted staff time
86. Encourage landlords to maintain all rental units in sound condition through City information, the resale program, and technical assistance and support.	Provide information to local landlords	Community Development Department and housing staff	Ongoing	Already budgeted staff time
87. Continue to support the existing program at the Senior Center which assists senior home owners in maintaining their homes by providing arrangements for volunteers to perform home maintenance services.	Continue support	Housing and social services staff, with actions by the Social Services Commission and City Council	Ongoing	Already budget staff time and use of HOME or CDBG funds
88. Develop a program to assist low-income homeowners and owners of affordable rental housing in the upkeep of their residential units, as needed.	a. Research existing programs and recommend one that suits the needs of Davis residents	Housing staff, with actions for the Social Services Commission and City Council	2010	Already budgeted staff time
89. Support a program to assist low-income seniors and persons with disabilities who own their own home with the completion of free and subsidized accessibility upgrades and repairs.	Continue supporting the Rebuilding Together program, or one similar	Housing and social services staff, with actions by the Social Services Commission and City Council	Ongoing	Already budgeted staff time
90. Upon the completion of infill related studies and the adoption of infill and densification design guidelines and strategies, the Planning and Building Department shall make available a basic information sheet to inform interested parties that second or additional units are allowed in residential categories and the design guidelines affecting their construction and design.	Information sheet exists and will be continued to be disbursed.	Community Development Department	Ongoing	Already budgeted staff time

**Section 7 – Implementation Program**

**Table 56b: Conserve and Improve Condition of Affordable Housing Stock Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Local Funding
91. Provide financial assistance to ensure housing retrofit assistance for at least 120 elderly or disabled low-income households.	Provide funding to retrofit program.	Housing and social services staff, with actions by the Social Services Commission and City Council	Ongoing	CDBG, HOME, Redevelopment Agency Funds or Housing Trust Funds
92. Preserve at least 20 affordable housing units at-risk of conversion to market.	Negotiate with owners and other potential funders with the objective to preserve affordable units.	Housing and social services staff, with negotiations and actions by the Social Services Commission and City Council	As needed	CDBG, HOME, Redevelopment Agency Funds or Housing Trust Funds

**7.5 Program to Promote Equal Housing Opportunities**

**Table 57a: Program to Promote Equal Housing Opportunities (Access) Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
93. Continue to monitor the number of persons seeking emergency shelter in Davis and Yolo County. Evaluate the resulting data to determine what facilities and social services are needed in Davis to cooperatively address the overall county needs of the identified population.	Monitor the local needs (city and county) for emergency housing	Inter-agency county homeless task force, with housing and social services staff	Ongoing	Already budgeted staff time
94. Continue to participate in an inter-agency county homeless task force.	Participate in meetings and with financing	Housing and social services staff, with actions by the Social Services Commission and City Council	Ongoing	Already budgeted staff time and through assistance from HOME
95. Serve at least 100 people annually with the City’s Fair Housing/Mediation Services <u>by disseminating information about these services throughout the community. The information describing the Fair Housing/Mediation Services will be posted on the City’s website and in public places such as the libraries, City buildings and other appropriate public meeting places.</u>	Provide information related to California Housing Law and schedule mediation services as needed.	Fair Housing and Mediation Services staff	Ongoing	CDBG funds

**Section 7 – Implementation Program**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
96. Permanently maintain the affordability of required affordable rental units for very low, low, or moderate-income households.	Monitor affordability covenants and resale restrictions	Housing staff, with actions by the Social Services Commission and City Council	Ongoing	Already budgeted staff time
97. Establish a process that alerts the city and identifies opportunities for staff to work with residents and landlords/owners in the event of sharp rental increases or evictions of groups of tenants; by landlords of rental properties with 40 or more units. Special attention shall be given to projects with potential for large-scale gentrification or displacement of Section 8 residents without appropriate relocation to other similar affordable units	a. Create a process to get informed. b. Assist residents with housing information c. Mediate between landlord and tenant	Housing and mediation staff, with support from the Social Services Commission and City Council	Ongoing	Already budgeted staff time
98. Strive to create and maintain an adequate supply of rental and ownership housing that is affordable to extremely-low, very-low, low, and moderate income households.	Enforce Affordable Housing Ordinance	Housing staff, with actions by the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time
99. Continue offering incentives to homeowners and developers to reserve spaces on upper floors of retail commercial buildings, downtown and elsewhere, for housing.	Continue mixed-use and condominium incentives.	Redevelopment and housing staff, with support from the Planning Commission and City Council	Ongoing	Already budgeted staff time
100. As a last resort and as authorized by law, use the city's power of eminent domain to buy affordable housing and keep it affordable.	Use eminent domain in critical situations to preserve affordable housing units.	Redevelopment and housing staff, with actions from the Social Services Commission, Planning Commission and City Council	As needed	Already budgeted staff time
101. Social Services Commission shall continue to monitor affordable housing programs supported by CDBG, HOME, Housing Trust Fund, and Redevelopment Fund identified for affordable housing. Currently produced annual reports will be amended to include information about the Housing Trust Fund and Redevelopment Fund, including expenditures and income.	Maintain affordable housing in the Commission's scope and provide necessary information.	Housing and social services staff, the Social Services Commission and City Council	Ongoing	Already budgeted staff time

## Section 7 – Implementation Program

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
102. The Social Services Commission shall continue to review and make recommendations on affordable housing units and on local affordable housing policy.	Review and make recommendations on affordable housing.	Social Services Commission	Ongoing	Already budgeted staff time
103. The Social Services Commission shall regularly review current needs for continuing targeting of resources to moderate, low and very-low income households.	Compile annual Critical Needs list	Housing and social services staff, the Social Services Commission and City Council	Ongoing	Already budgeted staff time
104. The Social Services Commission and its staff in coordination with Yolo County Housing Authority, shall work cooperatively and proactively with Section 8 rental property owners to encourage them to remain in the program and with Section 8 tenants to educate them on their legal rights.	Program outreach and education with Section 8 owners and tenants.	Housing and social services staff with the Social Services Commission	As needed	Already budgeted staff time
105. Establish reciprocal communication with the Yolo County Housing Authority when either agency is made aware of the filing of opt-out notices by Section 8 rental property owners and/or receipt of notices by Section 8 tenants.	Maintain communication with the Yolo County Housing Authority.	Housing and social services staff	Ongoing	Already budgeted staff time
106. Forward all existing and new opt-out notices to Legal Services of Northern California in Woodland.	Forward opt-out notices.	Housing and social services staff	Ongoing	Already budgeted staff time
107. In all cases of new subsidized affordable for-sale housing, except those cases in which the City determines that permanent affordability is infeasible, the housing shall be in or under the control of a housing land trust, a limited equity cooperative, fee simple ownership with permanent affordability requirements and significant city oversight, or other permanent affordability arrangements with significant city oversight. Also should economic circumstances, or state and federal subsidies dictate that permanent affordability requirement be released for a specific development project, then appropriate recapture mechanisms for the subsidies and owner occupancy for the longest period feasible shall be imposed. Specific findings for release of the permanent affordability requirement shall be established in the Affordable Housing Ordinance.	Develop all new ownership housing units with permanent resale restrictions to maintain long-term affordability.	Housing staff, with actions from the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time

**Section 7 – Implementation Program**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
108. In all cases of new subsidized affordable rental housing, except in those cases in which the City Council determines that permanent affordability is infeasible, the city shall develop appropriate mechanisms to assure permanent affordability.	Record a permanent affordability covenant to the deed of all new affordable rental housing units	Housing staff, with actions from the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time
109. In all cases of new subsidized affordable housing, whether for-sale or rental, in which the City determines that permanent affordability is infeasible, the city shall develop appropriate mechanisms to assure recapture of the subsidies and its appreciated value upon resale, or refinance, or termination of affordability restrictions. Also, should economic circumstances, or state and federal subsidies dictate that permanent affordability requirement be released for a specific development project, then appropriate recapture mechanisms for the subsidies and owner occupancy for the longest period feasible shall be imposed. Specific findings for release of the permanent affordability requirement shall be established in the Affordable Housing Ordinance.	Develop all new ownership and rental housing units with permanent resale restrictions and affordability covenants to maintain long-term affordability.	Housing staff, with actions from the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time
110. In cases of new subsidized affordable housing, whether for-sale or rental, and whether or not the City Council determines that permanent affordability is infeasible, the housing and the land on which it is located shall be subject to easements or deed restrictions to assure compliance with Actions a, b, or c, whichever applies.	Develop all new ownership and rental housing units with permanent resale restrictions and affordability covenants to maintain long-term affordability.	Housing staff, with actions from the Social Services Commission, Planning Commission and City Council	Ongoing	Already budgeted staff time
111. If the common-law Rule Against Perpetuities or any other provisions of state law proves to be an obstacle to implementation of this policy and these actions, the City Council shall seek state legislation to amend or waive the provision that is the obstacle.	No state law has been an obstacle, but staff is working on connecting all available funds to permanently affordable units.	Housing and social services staff.	Ongoing	Already budgeted staff time

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Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
112. Implement an incentive system for the local workforce, such as a lottery, as part of the city’s buyer selection process for low/moderate income and middle income affordable ownership units. The system shall provide the highest number of lottery tickets to households with a member of the local workforce.	Enforce use of the incentive system with the sales of all new affordable and middle income ownership units.	Housing and social services staff, with action from the Social Services Commission, Planning Commission and City Council.	Ongoing	Already budgeted staff time

### 7.6 Energy Conservation

**Table 58a: Energy Conservation Implementation Plan**

Program Actions	Objective	Responsible Agencies	Time Frame	Potential Funding
113. Develop programs to increase energy conservation on the household and business level.	Develop programs to promote conservation.	Climate Action Team	October 2008	Already budgeted staff time
114. Use subsidies, expedited permit processing, density bonuses or other incentives to support implementation of photovoltaic and other renewable energy technologies to provide a portion of the City's energy needs.	a. Identify potential incentives b. Review and identify most cost-effective incentives	a. Climate Action Team b. Staff, with action from City Council	2009	Already budgeted staff time, identifying subsidy sources
115. Offer incentives to developers for projects that result in energy savings of at least 20 percent when compared to the energy consumption that would occur under similar projects built to meet the minimum standards of the energy code.	a. Identify potential incentives b. Review and identify most cost-effective incentives	a. Climate Action Team b. Staff, with action from City Council	2009	Already budgeted staff time, identifying subsidy sources
116. Provide incentives for retrofitting existing homes and businesses for improved energy efficiency. An example of a retrofit feature would be a passive solar device.	a. Identify potential incentives b. Review and identify most cost-effective incentives	a. Climate Action Team b. Staff, with action from City Council	2009	Already budgeted staff time, identifying subsidy sources
117. Support the opportunity for efficient public transit by siting large apartment complexes on arterial streets, in the core and near neighborhood centers and the University.	Support appropriate projects that utilize existing transit and a close proximity to community services and shopping	Community Development Department, with actions by the Planning Commission and City Council	Ongoing	Already budgeted staff time

**Section 7 – Implementation Program**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
118. At least 80 percent of all residential lots in any proposed new development should be oriented so that buildings have their long axes within 22.5 degrees of east/west. Allow a developer not providing the required percentage to demonstrate that other site design, building design or construction measures would provide similar opportunities for conserving energy.	Enforce lot orientation requirements.	Community Development Department, with actions by the Planning Commission and City Council	Ongoing	Already budgeted staff time
119. Develop and implement energy-efficient design requirements that go beyond the State building standards for energy efficiency.	a. Identify potential requirements b. Review and adopt necessary requirements	a. Climate Action Team b. Staff, with action from the Planning Commission and City Council	2009	Already budgeted staff time
120. Develop design guidelines for climate-oriented site planning, building design and landscape design to promote energy efficiency.	a. Identify design guidelines b. Review and adopt necessary guidelines	a. Climate Action Team b. Staff, with action from the Planning Commission and City Council	2009	Already budgeted staff time
121. Offer incentives to developers for projects that result in energy savings of at least 20 percent when compared to the energy consumption that would occur under similar projects built to meet the minimum standards of the energy code.	a. Identify potential incentives b. Review and identify most cost-effective incentives	a. Climate Action Team b. Staff, with action from City Council	2009	Already budgeted staff time, identifying subsidy sources
122. Energy efficient landscaping and preservation of existing shade trees is encouraged on all building sites.	Encourage the landscaping and provide additional information to developers.	Community Development Department	Ongoing	Already budgeted staff time
123. Continue to enforce and support water conservation ordinances.	Enforce existing water conservation ordinances.	Community Development and Public Works Departments	Ongoing	Already budgeted staff time
124. Explore incentives to retrofit water conserving plumbing in existing residences and businesses.	a. Identify potential incentives b. Review and identify most cost-effective incentives	a. Climate Action Team b. Staff, with action from City Council	2009	Already budgeted staff time, identifying subsidy sources

## Section 7 – Implementation Program

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**Table 58b: Energy Conservation Implementation Plan – Quantified Objectives**

<b>Program Actions</b>	<b>Objective</b>	<b>Responsible Agencies</b>	<b>Time Frame</b>	<b>Potential Funding</b>
125. Reduce the City's Green House Gas emissions to 80 percent of 1990 levels or neutral no later than 2050.	Reduce greenhouse gas emissions.	All City departments, commissions, and the City Council.	Resolution adopted November 2008 so is an ongoing, goal for 2050	Already budgeted staff time, identifying subsidy sources