

AGENDA FOR THE



CITY OF PINOLE PLANNING COMMISSION SPECIAL MEETING

Monday, October 24, 2022

7:00 P.M.

Via Zoom Videoconference and In Person

WAYS TO WATCH THE MEETING

- IN PERSON. Attendance at the Pinole City Council Chambers (2131 Pear St).
- LIVE ON CHANNEL 26. The Community TV Channel 26 schedule is published on the City's website at www.ci.pinole.ca.us. The meeting can be viewed again as a retelecast on Channel 26.
- VIDEO-STREAMED LIVE ON THE CITY'S WEBSITE, www.ci.pinole.ca.us. and remain archived on the site for five (5) years.
- ZOOM VIDEOCONFERENCE. Zoom details are included below.
- If none of these options are available to you, or you need assistance with public comment, please contact Planning Manager David Hanham at (510) 724-8912 or ghanham@ci.pinole.ca.us.

HOW TO SUBMIT PUBLIC COMMENTS

In Person:

Attend meeting at the Pinole City Council Chambers, fill out a yellow public comment card and submit it to the Planning Manager.

Via Zoom:

Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://us02web.zoom.us/j/86505375301>

OR

<https://zoom.us/join>

Webinar ID: 865 0537 5301

By phone: +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799

- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak.
- Speakers will be muted until their opportunity to provide public comment.

When the Chair opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press *9 if connecting via telephone) which will alert staff that you have a comment to provide. Once you have been identified to speak, please check to make sure you have unmuted yourself in the videoconference application (or press *6 if connecting via telephone).

WRITTEN COMMENTS

Please submit public comments to Planning Staff before the meeting via email to ghanham@ci.pinole.ca.us. Please include your full name, city of residence and agenda item you are commenting on.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a City meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the Development Services Department at (510) 724-8912. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

CITIZEN PARTICIPATION:

Persons wishing to speak on an item listed on the Agenda may do so when the Chair asks for comments in favor of or in opposition to the item under consideration. After all of those persons wishing to speak have done so, the hearing will be closed and the matter will be discussed amongst the Commission prior to rendering a decision.

Any person may appeal an action of the Planning Commission or of the Planning Manager by filing an appeal with the City Clerk, in writing, within ten (10) days of such action. Following a Public Hearing, the City Council may act to confirm, modify or reverse the action of the Planning Commission and the Planning Commission may act to confirm, modify, or reverse the action of the Planning Manager. The cost to appeal a decision is \$500 and a minimum \$2,500 deposit fee.

Note: If you challenge a decision of the Commission regarding a project in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in writing delivered to the City of Pinole at, or prior to, the public hearing.

A. CALL TO ORDER

B1. PLEDGE OF ALLEGIANCE

B2. LAND ACKNOWLEDGMENT: Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present, and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

B3. ROLL CALL

C. CITIZENS TO BE HEARD:

The public may address the Planning Commission on items that are within its jurisdiction and not otherwise listed on the agenda. Planning Commissioners may discuss the matter brought to their attention, but by State law (Ralph M. Brown Act), action must be deferred to a future meeting. Time allowed: five (5) minutes each.

D. MEETING MINUTES:

1. Planning Commission Meeting Minutes from August 31, 2022

E. PUBLIC HEARINGS:

At the beginning of an item, the Chair will read the description of that item as stated on the Agenda. The City Staff will then give a brief presentation of the proposed project. The Commission may then ask Staff questions about the item.

For those items listed as Public Hearings, the Chair will open the public hearing and ask the applicant if they wish to make a presentation. Those persons in favor of the project will then be given an opportunity to speak followed by those who are opposed to the project. The applicant will then be given an opportunity for rebuttal.

The Public Hearing will then be closed and the Commission may discuss the item amongst themselves and ask questions of Staff. The Commission will then vote to approve, deny, approve in a modified form, or continue the matter to a later date for a decision. The Chair will announce the Commission's decision and advise the audience of the appeal procedure.

Note: No Public Hearings will begin after 11:00 p.m. Items still remaining on the agenda after 11:00 p.m. will be held over to the next meeting.

None

F. OLD BUSINESS:

None

G. NEW BUSINESS:

1. 2023-2031 Housing Element Update Status

Receive a presentation on the status of the 2023-2031 Housing Element Update and the first draft of the Housing Element. Provide feedback that will be transmitted to City Council for consideration at a later City Council meeting and incorporation into the draft Housing Element document to be submitted to the California Department of Housing and Community Development (HCD) for initial comments.

Please Note: Submittal of a draft to HCD is part of the ongoing Housing Element update

process in order to receive initial comments from HCD and conduct further revisions as needed. A subsequent hearing to consider adoption of the final Housing Element will be conducted at a later date, anticipated to be in Spring 2023.

H. CITY PLANNER'S/COMMISSIONER'S REPORT:

I. COMMUNICATIONS:

J. NEXT MEETING(S):

Planning Commission Regular Meeting, November 14, 2022 at 7:00PM

K. ADJOURNMENT

POSTED: October 20, 2022

David Hanham
Planning Manager

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DRAFT

MINUTES OF THE SPECIAL MEETING
PINOLE PLANNING COMMISSION

August 31, 2022

THIS MEETING WAS HELD IN A HYBRID FORMAT
BOTH IN-PERSON AND ZOOM TELECONFERENCE

A. CALL TO ORDER: 7:01 p.m.

B1. PLEDGE OF ALLEGIANCE

B2. LAND ACKNOWLEDGEMENT: *Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding*

B3. ROLL CALL

Commissioners Present: Benzuly, Menis, Kurrent Vice Chairperson Martinez and Chairperson Moriarty

Commissioners Absent: Banuelos

Staff Present: David Hanham, Planning Manager
Alex Mog, Assistant City Attorney
Justin Shiu, Contract Planner

C. CITIZENS TO BE HEARD

Simon, Wong, Pinole, thanked the City of Pinole for the privilege of having served on the Planning Commission for the past six years and he thanked everyone for their support. While he had stepped down from the Planning Commission, as a resident of Pinole, he would continue to support the City.

The Planning Commission expressed its appreciation to Mr. Wong for his service, expertise and dedication to the City and wished him well.

D. MEETING MINUTES:

1. Planning Commission Meeting Minutes from July 25, 2022

MOTION with a Roll Call vote to approve the Planning Commission Meeting Minutes from July 25, 2022, as shown.

MOTION: Menis

SECONDED: Kurrent

APPROVED: 5-0-1
ABSENT: Banuelos

E. PUBLIC HEARINGS:

1. Conditional Use Permit CUP 22-02 Sol Dance Academy

Request: Consideration of a Conditional Use Permit request to open a Dance Academy for instruction of all disciplines of dance for persons three years of age through adulthood. Classes will be 6 days a week and will be located in an existing vacant tenant space in the Pinole Vista Shopping Center.

Applicant: Sharon Shandor

Location: 1558 Fitzgerald Drive (APN 426-391-004)

Planner: David Hanham

Planning Manager David Hanham provided a PowerPoint presentation which included an overview of the request for a Conditional Use Permit to open a dance academy for instruction of all disciplines of dance for persons three years of age through adulthood. Classes would be six days a week and would be located in an existing vacant tenant space in the Pinole Vista Shopping Center.

Mr. Hanham recommended the Planning Commission adopt Resolution 22-06 approving Conditional Use Permit (CUP) 22-02, conditionally approving Sol Dance Academy located at 1558 Fitzgerald Drive, subject to Exhibit A: Conditions of Approval.

Responding to the Commission, Mr. Hanham clarified that based on the square footage and the parking requirements of the Pinole Municipal Code (PMC), the proposed use would require 15 parking spaces. There would be more than enough parking spaces in what staff described as an over-parked shopping center. Different classes would be offered throughout the day providing a rotation of people coming through the dance academy and the patrons would not be present all at one time.

Mr. Hanham acknowledged a request that staff work with the applicant to ensure that parents did not double-park in front of the tenant space to ensure there were no parking issues.

Sharon Shandor, Applicant, clarified the dance classes would be capped for the benefit of the students to 12 students per class, which limited the number of vehicles into the shopping center. She added that drop-offs would be discouraged. A PowerPoint presentation was provided with an overview of Sol Dance Academy and details of Ms. Shandor's background and experience as a professional dancer. Classes would be offered six days a week for all disciplines, with a strong ballet foundation, for persons three years of age through adulthood, and with several photographs shown of many of the dance events.

Ms. Shandor stated that two morning classes would be provided then a four-hour break and more classes from 3:30 to 8:30 p.m., with themed dance camps in the summer and with students learning all elements of dance performances.

1 Dance shows would be held in a theater, not in the tenant space, and Sol Dance Academy
2 hoped to work with Pinole Valley High School to allow the shows to be performed in its theater
3 facility. She commented that The Nutcracker was also an annual holiday tradition for anyone
4 in the community who wished to be involved. Examples of costuming, set pieces, mock
5 performances and dance workshops were also provided. She added the dance academy
6 also offered some health services that were open to the public, field trips to Bay Area
7 professional dance/theater companies and local high schools, and free movie nights.
8

9 PUBLIC HEARING OPENED

10
11 There were no comments from the public.
12

13 PUBLIC HEARING CLOSED

14
15 Commissioner Menis thanked the applicant for the presentation and the integration of the
16 dance academy with the broader community. He clarified the hours for the dance classes
17 and with the entirety of the space to be used during the summertime.
18

19 Ms. Shandor again clarified morning classes would start around 9:00 and end around
20 11:30 a.m. with a break to around 3:30 p.m. Summer camps were provided five days a
21 week from 10:00 a.m. to 2:00 p.m. and depending on interest and demand, there could be
22 two or three dance camps.
23

24 Mr. Hanham suggested the hours of operation as shown in Condition 7 could be amended
25 to read: *Monday through Saturday 9:00 a.m. to 8:30 p.m.*, which allowed the applicant
26 the option to consider summer hours based on the summer camps or other events.
27

28 Ms. Shandor commented she was surprised to find that school started early in August and
29 she was unsure when school was out but staff could verify that information.
30

31 Commissioner Kurrent thanked the applicant for her integration of the community and was
32 pleased that performances would be held at an alternative location. He expressed
33 concerns with parking availability and although staff had stated the shopping center had
34 adequate parking, the parking lot could be tight and the applicant should be aware of that
35 fact. He urged City staff and the applicant to be aware parking could be an issue and he
36 hoped it could be worked out by having people parking further away from the existing
37 stores. He otherwise supported the project and hoped it would work out as proposed.
38

39 Mr. Hanham suggested Condition 4 could be modified to add the following statement:
40 *After a year staff to bring back an analysis of the parking.*
41

42 Commissioner Kurrent suggested Condition 4 be modified to read:

43
44 *PEDESTRIAN CIRCULATION - The applicant and owner shall ensure operations*
45 *associated with the project do not obstruct the walkways/pedestrian paths within*
46 *the existing shopping center nor infringe on the parking for other retail outlets in*
47 *the same area to be reviewed after six months.*
48
49
50

1 Or, an additional condition could be added to read: *The applicant shall endeavor*
2 *to minimize the impact on parking on other retail sites in the shopping center and*
3 *after six months staff to review the parking situation and make any necessary*
4 *recommendations.*

5
6 Chairperson Moriarty asked whether the same condition had been imposed on Planet
7 Fitness and Mr. Hanham stated he was uncertain and would have to conduct further
8 review.

9
10 Commissioner Menis suggested a more general condition that did not target a particular
11 applicant. He recommended Condition 4 be amended to read:

12
13 PEDESTRIAN CIRCULATION. - The applicant and owner shall ensure to the best
14 of their ability operations associated with the project do not obstruct the vehicular
15 right-of-way in the area immediately on front or and around the proposed site.
16

17 Commissioner Kurrent understood the martial arts academy had included a condition that
18 they utilize the parking lot between the shopping center and where Kmart had been
19 located. He reiterated the parking situation could cause friction between the various
20 retailers. As to the language proposed by Commissioner Menis, he wanted to address
21 the availability of parking spaces to the other retail establishments.

22
23 Chairperson Moriarty understood that East Bay Coffee offered information to patrons on
24 where to park and asked that customers not double-park. Sol Dance Academy could be
25 asked to provide the same information to its patrons.

26
27 Commissioner Kurrent reiterated his concerns with the potential for parking issues but was
28 uncertain how a condition could be crafted. He acknowledged there could be an issue of
29 fairness if the application was held to a different standard than others, but it was not
30 unprecedented to have a condition about parking in the center.

31
32 Mr. Hanham understood Commissioner Kurrent wanted the parents of the students to park
33 somewhere away from the building and not block other retail and the grocery store.

34
35 Commissioner Kurrent asked that dance academy staff be more sensitive to the parking
36 situation. The problem with the parking in the center was when the martial arts academy
37 had opened it was in an area that was underutilized in the center, but he was at a loss
38 where there was a similar situation in the eastern portion of the shopping center, which
39 portion of the center was utilized more.

40
41 Ms. Shandor commented on her decades of experience teaching for other schools as well
42 as her own and where there had been some parking constraints. In the past, she had
43 created a map to identify where parents were or were not allowed to park. In this case,
44 the site would be adjacent to UPS and no one in the dance academy could park in the
45 front given the proximity of handicapped parking spaces. Parking would be encouraged
46 on the other side near Planet Fitness, the 99 Cent Store or the Lucky grocery store.

47
48 Ms. Shandor clarified she parked at the rear of the tenant space where she entered the
49 tenant space.
50

Commissioner Kurrent suggested the dance academy staff be asked to park away from the main parking areas which would help eliminate the parking issues.

Assistant City Attorney Alex Mog clarified this portion of the shopping center was under common management. The property owner would have an interest to ensure the parking was working well and would have more ability to address that issue in a flexible manner than the City.

Commissioner Kurrent suggested the retail community and the landlord would likely work the parking issues out. He was uncertain a condition needed to be imposed but wanted the concern known. He realized with a change in parking people may likely change their habits and retailers may work together to work it out. At this time, he was inclined not to impose an additional condition unless the Planning Commission felt it was warranted.

Commissioner Benzuly suggested the landlord would likely take a vested interest in the parking situation and an additional condition was not needed. He found the applicant had a great business model and he looked forward to the business coming to the community.

Chairperson Moriarty welcomed the applicant to the community and wished them the best joining the community in a larger fashion and seeking other places for their larger events. She liked the fact the dance academy would offer different kinds of opportunities for all ages. As to the conditions of approval, at this time Condition 7 was the only condition to be modified to reflect the hours of operation, which would be *Monday through Saturday from 9:00 a.m. to 8:30 p.m.*

Commissioner Menis asked the applicant whether the business would be open on Sundays during the summertime, and Ms. Shandor clarified the dance academy would be closed on Sundays.

MOTION by a Roll Call vote to adopt Resolution 22-06 a Resolution of the Planning Commission of the City of Pinole, County of Contra Costa, State of California, Approving a Conditional Use Permit (CUP 22-02) for a Dance Academy Located at 1558 Fitzgerald Drive, APN: 426-391-004, with Exhibit A: Conditions of Approval, subject to modification to Condition 7 with the hours of operation to be amended to read:

Monday through Saturday from 9:00 a.m. to 8:30 p.m.

MOTION: **SECONDED: Martinez**

APPROVED: 5-0-1
ABSENT: Banuelos

F. OLD BUSINESS: None

G. NEW BUSINESS: None

H. CITY PLANNER'S / COMMISSIONERS' REPORT

Mr. Hanham reported the date for the City Council to consider the Pinole Vista Project had been rescheduled from September 20 to October 18, 2022.

1 Staff received the scope of work for Pinole Shores II expansion of the business park and staff
2 was working on the Housing and Safety Elements and had hired a consultant to draft
3 objective design development standards.
4

5 Responding to Commissioner Benzuly, Mr. Hanham explained that the applicant for a home
6 that was being relocated from the City of Hercules to a location in Pinole was working on the
7 house moving permit and was working with the City on the plans.
8

9 Chairperson Moriarty recognized a member of the public desired to speak via Zoom at this
10 time.
11

12 Tony Vossbrink, Pinole, spoke to the Pinole Vista project and reported a large sign located
13 near the front of the former Kmart indicated a public hearing would be held regarding the
14 development of the property but there was no date or time for the public meeting. He
15 suggested the sign should have been two-sided with the actual meeting date identified to be
16 transparent to the public. He also referenced the property located at 1289 Pinole Valley
17 Road and questioned why the Planning Commission had allowed the applicant, Dr. Scott
18 Lee, to move forward with an eyesore of a building since the property was full of tall weeds
19 and potential code violations behind the property given the need for weed abatement.
20

21 Also, there were a number of street light outages in the Pinole Valley Library public parking
22 lot near the Senior Center, up and down Tennent Avenue, along Pinole Valley Road and
23 other City parking lots and in front of City Hall, which should have been repaired in an orderly
24 and expeditious manner.
25

26 Mr. Hanham advised that code enforcement would review the Dr. Lee building. Some of the
27 light outages may be PG&E lights but staff would speak with the Public Works Department.
28

29 **I. COMMUNICATIONS:** None
30

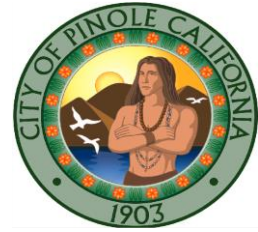
31 **J. NEXT MEETING**
32

33 The next meeting of the Planning Commission to be a Regular Meeting scheduled for
34 September 12, 2022 at 7:00 p.m.
35

36 **K. ADJOURNMENT:** 8:22 p.m. *In Honor of former Planning Commissioner Simon Wong.*
37

38 Transcribed by:
39
40

41 Sherri D. Lewis
42 Transcriber



Memorandum

TO: PLANNING COMMISSION MEMBERS

FROM: David Hanham, Planning Manager
Emily Elliot, Housing Element Consultant (MBI)
Dan Weary, Housing Element Consultant (MBI)

SUBJECT: 2023-2031 Housing Element Update Status

DATE: October 24, 2022

OVERVIEW

The City of Pinole, in coordination with Housing Element Consultants Michael Baker International (MBI), have been preparing an update to the City's Housing Element as required by State Law. The updated Housing Element would address the ways in which the City would plan for its regional housing needs allocation share of units assigned by the Department of Housing and Community Development (HCD) and Association of Bay Area Governments (ABAG). The regional housing needs allocation and plan for housing is used to meet the needs of residents of various income levels and needs within the community. The following provides a brief overview of the Housing Element and the process up to this point. On October 17, 2022, the first draft of the Housing Element was released for public review and comment. A copy of the draft can be found through the City's webpage https://www.ci.pinole.ca.us/city_government/planning/general_plan_updates, which links to the dedicated General Plan Update page <http://landuseplanningforpinole.com/>, and a public review hardcopy is available at City Hall.

Staff is seeking feedback from Planning Commission on the draft Housing Element, particularly on policies/programs and the opportunity sites inventory, which will be transmitted to City Council for consideration. Following City Council review, recommended updates would be evaluated and changes would be incorporated into the draft submitted to the California Department of Housing and Community Development (HCD) for initial comments.

The submittal of this draft to HCD is part of the ongoing Housing Element update process in order to receive initial comments from HCD and conduct further revisions as needed. A subsequent hearing to consider adoption of the final Housing Element will be conducted at a later date, anticipated to be in Spring 2023.

The request for Planning Commission is to provide feedback on the draft Housing Element, which will be provided to City Council for consideration.

BACKGROUND

The Housing Element is one of eight (8) mandatory elements of a General Plan, as required by California State (State) Law and is required to be updated every 8 years. The City last updated its Housing Element in 2015. The City's Housing Element was certified by HCD.

HOUSING ELEMENT

As a component of the City of Pinole's General Plan, the Housing Element contains a comprehensive set of housing policies and actions. The Housing Element Update presents the updates for the current planning period of 2023–2031. The update builds on an assessment of the housing needs and evaluates housing programs, available land, and constraints on housing production during the 5th Cycle Housing Element 2015-2021. Significant revisions have been made to the Housing Needs Assessment, which contains updated statistics and analyses based on data from the 2020 US Census and the American Community Survey as well as other agencies and organizations. A revised sites inventory has been prepared to meet the Regional Housing Needs Assessment (RHNA). New additions for the 6th Cycle include analysis pertaining to compliance with AB 686, Affirmatively Furthering Fair Housing.

The consultant team and City staff has prepared the draft Housing Element Update which was released for 30-day public review on October 17, 2022. The draft Housing Element Update is available on the City's website dedicated to the Housing Element (and Health & Safety and Environmental Justice Elements) www.LandUsePlanningForPinole.com. A notification email was sent to parties on the City's contact and stakeholder list, and announcements have been made on the City's social media accounts. The discussion this evening is to provide an update to the Planning Commission regarding the status of the Housing Element and the contents of the draft, particularly on the topics of housing resources and programs

PUBLIC ENGAGEMENT

Outreach for the Housing Element update began in March 2022. This involved engaging community members, stakeholders, and the City Council in identification of housing/health/safety/environmental justice issues and involved a variety of people in Pinole. Translation of the survey and community workshops was provided in Spanish, Tagalog, and Cantonese as well as outreach materials. To spread the word of the project, the City posted banners around the community, mailed postcards to residents, and placed notices and announcements on Pinole TV and social media accounts. These outreach materials contained QR codes to the project website and community surveys. The aforementioned project website, www.LandUsePlanningForPinole.com, hosts information about the project, the schedule, survey, and recordings of past engagement activities. Interested parties may contact the consultant team for additional information or to request placement on the project notification list by emailing ContactUs@LandUsePlanningForPinole.com

The public participation program included:

- An online community survey

- Notifications and announcements on Pinole TV and social media accounts
- Stakeholder focus groups and interviews
- Two virtual community workshops
- One study session with the City Council
- One joint study session with the City Council and Planning Commission

Members of the community have shared comments ranging from concerns over affordability, burdens on developers, homelessness, access to parks, preservation of open space, and hazards of drought, fire, and earthquakes. Many of the programs/policies being considered for the Housing Element reflect these topics. The full summary of community engagement activities and outcomes of outreach and survey results are included as an appendix of the 2023-2031 Draft Housing Element Update.

REGIONAL HOUSING NEEDS ASSESSMENT

The Regional Housing Needs Assessment (RHNA) is a critical component to updating local housing elements and is also mandated by State Law. RHNA quantifies the need for housing within each jurisdiction during the respective planning period. The intent of the RHNA is to ensure that the local jurisdictions not only address the needs of their immediate areas but also address their share of housing needs for the entire region. Future housing need is based on population and employment growth projections over the 2023-2031 period. Based on these projections, the State of California's Department of Housing and Community Development (HCD) assigns each region a Regional Housing Needs Allocation in an effort to address projected and existing housing needs (California Government Code Section 65584). The local council of governments then determines the share of the regional housing need for each local jurisdiction.

The RHNA allocation for the City of Pinole was developed by the Association of Bay Area Governments (ABAG). ABAG serves as the local council of government for the City of Pinole as well as many other jurisdictions within the ABAG region. ABAG allocates each jurisdiction's "fair share" of the projected housing need based on household income groupings over the eight-year planning period. Table 1 presents the City's allocation of the region's housing needs by income group as determined by ABAG.

BUFFER

Recent changes to State law (Senate Bill 166 – 2017) have required cities to continually maintain adequate capacity in their sites inventories to meet their RHNA for all income levels. In the event that a site is developed below the density projected in the Housing Element, or at a different income than projected, the City must have adequate sites available to accommodate the remaining balance of the RHNA. If the City does not have any additional capacity within the existing zoning, it must identify and rezone for new sites that can accommodate the remaining need. For these reasons, the City is including an additional buffer of at least 20 percent above the RHNA in each category. Table 1 identifies the City of Pinole's RHNA and Buffer units for the 2023-2031 planning period

Table 1: City of Pinole 2023-2031 RHNA Allocation

Income Group	Pinole	
	RHNA	Buffer
Very Low (<50% AMI)	121	24
Low (50-80% AMI)	69	14
Moderate (>80-120% AMI)	87	17
Above Moderate (>120% AMI)	223	45
Total	500	600

SITES INVENTORY

State Law requires local governments to prepare a site inventory of land suitable for residential development, including vacant sites and sites having the potential for redevelopment. This inventory is then used to identify sites that can be developed for housing within the respective planning period. The City prioritized identifying sites that meet the RHNA requirements without rezoning. These include sites that are recently approved, pending approval, vacant and zoned to allow residential at the densities that satisfy the RHNA requirements for lower- and moderate-income households, and then other vacant and underdeveloped lands with suitable existing zoning.

The RHNA sites are dispersed throughout the City to avoid the overconcentration of housing in a particular area and to ensure housing is distributed in an equitable fashion when considering the availability and proximity of resources and services

Table 2: Entitled and Pending Projects¹

Entitled and Pending Projects	Very Low	Low	Moderate	Above Moderate	Total
Single Family Homes, ADUs, triplex, and lot subdivisions	-	-	1	16	17
Appian Village	-	8	23	123	154
SAHA Affordable Veteran's Housing	27	6		-	33
BCRE Mixed-Use Office and Residential	2	2	-	25	29
Vista Woods Affordable Senior Housing	7	135	37	-	179
Pinole Vista	13	14		196	223
Total	49	165	61	360	635

¹ The recently approved Pinole Vista Point project was not included in the Draft Housing Element, but will be included in a revision to the draft, including it in the list of entitled projects for which the City can take credit toward the RHNA.

Pinole has had excellent housing production in all income levels over the last few years. The recently and current pending projects are projected to meet approximately 82% of the RHNA for the next 8-year period, as shown in Table 2.

Table 3: Housing Capacity¹

Category	Very Low	Low	Moderate	Above Moderate	Total
RHNA Requirement	121	69	87	223	500
Total Requirements (RHNA + 20% Buffer)	145	83	104	268	600
Pending Projects	49	165	61	360	412
ADUs	7	7	7	3	24
Vacant Site Capacity	39	-	15	68	122
Non-Vacant Site Capacity	68	-	27	34	129
Total	163	172	110	465	910
Surplus/(Deficit) of RHNA Plus 20% buffer	18	89	6	224	-

Table 3, Housing Capacity, shows the capacity of the sites inventory in the draft Housing Element is able to meet and exceed the RHNA and the 20% buffer based on the existing zoning and General Plan land use designations. Rezoning to meet the RHNA for the next 8-year period is not necessary.

HOUSING PLAN

This section of the Housing Element outlines the City of Pinole’s goals, policies, and implementation programs for the preservation, conservation, improvement, and production of housing for the 2023 – 2031 planning period. The goals, policies, programs, and quantified objectives are designed to help ensure housing opportunities for all existing and future residents of the community. As appropriate, programs also include a geographic targeting.

The Housing Plan consists of three main components:

- Goals – broad objectives and desires/outcomes
- Policies – general commitments, strategies, approaches
- Actions – measurable outcomes, metric, timelines, responsible parties, and funding

This 6th Cycle Housing Element updates the Goals, Policies, and Actions based on the findings of Housing Element’s analysis of Needs, Constraints, Resources, Fair Housing, and a review of the performance of the prior 5th cycle Housing Element.

The City’s housing programs are organized into six categories:

- Housing Production
- Constraint Removal
- Housing Preservation
- Housing Assistance

- Special Housing Needs
- Fair Housing Programs

The consultant team will lead the Planning Commission through a discussion on program specifics for each category. The intent of the discussion is to provide an understanding of the range of existing, required and proposed programs, to share with the Commission the outcome of prior feedback and public comment on the creation of the draft programs, and to solicit any feedback.

ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act, the City of Pinole will be conducting an environmental review of the proposed Housing Element Update and intends to adopt an addendum to the Initial Study/Mitigated Negative Declaration (IS/MND) prepared for the City's 5th Cycle Housing Element Update. The 6th Cycle Housing Element Update does not change the environmental conclusions of the previously adopted IS/MND, nor does the Housing Element Update result in new impacts/mitigation measures.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission offer feedback on the draft Housing Element, which will be provided to City Council for consideration.