



**ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO
DIRECTING ALL INDIVIDUALS IN THE COUNTY TO ADHERE TO COVID-
19 SAFETY MEASURES AND CLOSING OR MODIFYING CERTAIN
OPERATIONS**

DATE OF ORDER: March 16, 2021

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, 120175, AND 120220, THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO ("HEALTH OFFICER") HEREBY ORDERS AS FOLLOWS:

1. This order supersedes the March 12, 2021 Order of the Public Health Officer. This Order **shall become effective immediately** and will continue to be in effect until it is rescinded or amended in writing by the Health Officer.
2. On November 13, 2020, the California Department of Public Health (CDPH) issued updated guidance for private gatherings (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-for-the-Prevention-of-COVID-19-Transmission-for-Gatherings-November-2020.aspx>). Due to the increased risk of transmission and spread of COVID-19 when people from different households and communities mix, Sacramento County Public Health continues to discourage social gatherings. People who choose to attend gatherings should adhere to the CDPH guidance and limit the size to three households or less as well as take other precautionary measures as outlined in the guidance.
3. The State of California Blueprint for a Safer Economy (<https://covid19.ca.gov/safer-economy/>) is a system of county monitoring and re-opening of businesses based on a tiered system corresponding to specific indicators of COVID-19 disease burden. According to this system, Sacramento County met the criteria for **Red**

Tier 2 (substantial) on March 16, 2021 and is subject to all State of California restrictions and guidance for **Red Tier 2**.

4. In alignment with **Red Tier 2**, the following sectors are permitted for **OUTDOOR operations only** until further notice. These sectors must still maintain mitigation measures (social distancing, face covering, and sanitization):

- a. Cardrooms, satellite wagering
- b. Family Entertainment Centers (e.g. bowling alleys, miniature golf, batting cages, kart racing, skating rinks, and arcades)
- c. Playgrounds, dog parks, skate parks, and recreational facilities
- d. Wineries, breweries, and distilleries (with reservations, 90 minute time limit, table seating, onsite consumption closed by 8pm)

Bars and pubs may operate indoors (maximum 25% capacity or 100 people, whichever is fewer) if they are offering sit-down meals.

5. In alignment with **Red Tier 2**, the following sectors are open for **INDOOR operations**. These sectors must still maintain mitigation measures (social distancing, face covering, and sanitization) and specific modifications in parenthesis below:

- a. All retail (maximum 50% capacity; grocery stores 100% capacity)
- b. Critical infrastructure (<https://covid19.ca.gov/essential-workforce/>)
- c. Entertainment production, studios, broadcast
- d. Gyms and fitness centers (maximum 10% capacity + climbing walls)
- e. Hair salons and barbershops
- f. Hotels and lodging (fitness centers maximum 10% capacity)
- g. Libraries (maximum 50% capacity)
- h. Movie theaters (maximum 25% capacity or 100 people, whichever is fewer)
- i. Museums, zoos, aquariums (indoor activities maximum 25% capacity)
- j. Nail salons and electrolysis operations
- k. Personal care services (e.g. body waxing, estheticians, tattoo, massage)
- l. Places of worship (maximum 25% capacity)
- m. Professional sports (without live audiences)
- n. Restaurants (maximum 25% capacity or 100 people, whichever is fewer)
- o. Shopping centers (e.g. malls, destination centers, swap meets) (maximum 50% capacity; closed common areas; food courts)

maximum 25% capacity or 100 people, whichever is fewer)

6. In alignment with **Red Tier 2**, bars and pubs are prohibited from operating with the exception of those serving sit-down meals.
7. In alignment with CDPH requirements (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Schools-FAQ.aspx>), schools (all grade levels) may reopen for in-person instruction after publicly posting their COVID-19 Safety Plan.

Schools conducting in-person instruction must maintain mitigation measures, including social distancing, face coverings, and sanitization, in compliance with schools guidance from CDPH

(https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf) and Sacramento County Public Health (https://www.saccounty.net/COVID-19/Pages/ChildCare_Schools_Colleges.aspx).

8. All organized youth and adult recreation sports, including school- and community-sponsored programs, and privately-organized clubs and leagues must abide by youth and adult sports guidance from CDPH (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/outdoor-indoor-recreational-sports.aspx>) and Sacramento County Public Health (<https://emd.saccounty.net/EMD-COVID-19-Information/Documents/COVID-19%20Guidance%20for%20Youth%20Sport%20Conditioning.pdf>). Low-contact, moderate-contact, and high-contact sports are permitted with adherence to the specific mitigation measures and requirements described in the aforementioned sports guidance. Inter-team competitions are permitted for allowable sports. Tournaments or competitions involving more than two teams are prohibited.
9. On November 16, 2020, the California Department of Public Health updated their face covering mandate (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>), which requires all people in California to wear face coverings when they are outside of the home, with specific exemptions. A growing body of scientific research has shown that people with no or few symptoms of COVID-19 can still spread the disease and that the use of face coverings, combined with physical distancing and frequent hand washing, will reduce the spread of COVID-19. As part of

this Order the Sacramento County Health Officer continues to align the County face covering Order with the State mandate.

10. The Centers for Disease Control and Prevention (CDC) recommends that guidance for those experiencing homelessness outside of shelters continue to be followed. To maintain public health and safety, local governments are advised to allow people who are living unsheltered, in cars, RV's, and trailers, or in encampments on public property to remain where they are, unless the people living in those locations are provided with a) real-time access to individual rooms or housing units for households, with appropriate accommodations including for disabilities, and b) a clear plan to safely transport those households.

Do not cite persons experiencing homelessness for using cars, RV's, and trailers as shelter during community spread of COVID-19. Do not remove life necessities from people experiencing homelessness, which includes, for example, their shelter (e.g., tents, vehicles, or other living structures), hygiene equipment, food supplies, water, medicines, mobility devices (such as walkers, wheelchairs, crutches, canes), and bicycles used for transportation.

Clearing encampments causes people to disperse throughout the community and break connections with service providers, increasing the potential for infectious disease spread.

Exceptions are encampments that pose a public safety hazard or adversely impact critical infrastructure as designated by local, state, or federal law, regulations, or orders.

11. This Order **will take effect immediately** and will be in effect until it is rescinded, superseded, or amended in writing by the Health Officer of Sacramento County.
12. **Copies of Order.** Copies of this Order shall promptly be: (1) made available at the County Administration Building at 700 H Street, Sacramento 95814, First Floor; (2) posted on the Sacramento County COVID-19 website (COVID19.saccounty.net) and County Health Department's website (dhs.saccounty.net/PUB); and (3) provided to any member of the public requesting a copy of this Order.
13. **Severability.** If any provision of this Order or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, the remainder of the Order, including the application of such

part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED:

Olivia Kasirye MD

Olivia Kasirye, MD, MS
Health Officer of the County of Sacramento

Dated: March 16, 2021

CITY OF ISLETON

Planning Commission Meeting Minutes

Tuesday, February 2, 2021
TELECONFERENCE MEETING

1. OPENING CEREMONIES

- A. Welcome & Call to Order – Chair Jack Chima called to order at 6:29pm.
- B. Pledge of Allegiance
- C. Roll Call

PRESENT: Planning Commissioner's Mandy Elder, Chris Jones, Michelle Burke, Chair Jack Chima. Deputy City Clerk Yvonne Zepeda, VIA Telephone. City Manager Charles Bergson.

2. AGENDA CHANGES OR DELETIONS

ACTION: None.

3. PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this Agenda. Speakers are requested to use the podium in front of the Council and to begin by stating their name, whether they reside in Isleton and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and the time available for the rest of the Agenda. In the event comments are related to an item scheduled on the Agenda, speakers will be asked to wait to make their comments until that item is being considered.

ACTION: None.

4. COMMUNICATION

- A. Sacramento County COVID-19, Public Health Order Update January 13, 2021.

ACTION: Information only.

5. CONSENT CALENDAR

- A. **SUBJECT:** Approval of Minutes of the Special Planning Commission Meeting of January 19, 2021.

RECOMMENDATION: Review and approve draft minutes of the Special Planning Commission meeting of January 19, 2021.

ACTION: Planning Commissioner Michelle Burke motion to approve draft minutes of the Special Planning Commission meeting of January 19, 2021. Planning Commissioner Mandy Elder second the motion. PASSED 4-0. AYES: Planning Commissioner's Mandy Elder, Michelle Burke, Chris Jones, Vice Chair Paul Steele. NOES: None. ABSENT: None. ABSTAIN: None.

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

GOV. CODE § 54957.5 NOTICE: Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at Isleton City Hall located at 101 Second Street, Isleton, California 95641.

6. NEW BUSINESS

- A. **SUBJECT:** Main Street Re-Design Concept Proposal—Presentation by Consultant Robert Liberty

RECOMMENDATION: To give discussion and direction.

ACTION: Robert Liberty and staff gave presentation on the Main Street Re-Design Concept Proposal.

7. COMMISSION REPORTS AND COMMITTEE UPDATES

- A. Commission Chair Jack Chima – None.
- B. Commission Vice Chair -VACANT – None.
- C. Commissioner Chris Jones – None.
- D. Commissioner Michelle Burke – None.
- E. Commissioner Mandy Elder – None.

8. STAFF GENERAL REPORTS AND DISCUSSION

- A. Planner's Report – None.

9. ADJOURNMENT

AYES:

NOES:

ABSTAIN:

ABSENT:

CHAIR, Jack Chima

ATTEST:

Yvonne Zepeda, Deputy City Clerk

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

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City of Isleton

Planning Commission

Staff Report

DATE: April 6th, 2021

ITEM#: 6.A

CATEGORY: New Business

CANNABIS BUFFER ZONE AMENDMENT

SUMMARY

The City has received multiple inquiries from cannabis business developers requesting a variance from the 600 foot recommended buffer zone between commercial cannabis activity and any school or daycare center.

City Council gave staff direction to propose a modification the cannabis buffer zone at their March 23rd, 2021 meeting. Staff is bringing the draft proposal to Planning Commission for discussion and direction.

DISCUSSION

State Code

The Bureau of Cannabis Control recommends the 600 ft. buffer zone as follows:

“No licensee under this division shall be located within a 600-foot radius of a school providing instruction in kindergarten or any grades 1 through 12, day care center, or youth center that is in existence at the time the license is issued, unless a licensing authority or a local jurisdiction specifies a different radius. The distance specified in this section shall be measured in the same manner as provided in paragraph (c) of Section 11362. 768 of the Health and Safety Code unless otherwise provided by law.” (Section 26054.b, California Health and Safety Code, 2016 AUMA). This provision is included in the City’s cannabis ordinance, section 2304.

Proposal for Buffer Zone Amendment

State law gives the City discretion in adjusting the radius as stated above. Staff is proposing a modification to the buffer zone radius for a limited number of non-retail cannabis uses, excluding over-the-counter retail sales. Retail use and display of cannabis will continue to be restricted by the current buffer zone limits.

The 600 foot radius from the original state legislation is a one-size-fits all solution that doesn’t take into account the differing physical and economic contexts of cities throughout California. The central location of Isleton elementary means the radius has a negative impact on the potential development of industrially-zoned land by the cannabis industry.

Several California agencies have modified or are considering modifying this buffer zone. For example, the city of Goleta has limited the 600 foot radius to retail storefronts only, not to

industrial businesses, and the city of West Sacramento has reduced the buffer zone for some industrial cannabis businesses.

Staff submits that adjusting the buffer zone limit for some cannabis businesses will maintain the City's industrial potential and help develop diversified commerce while continuing to limit exposure to the underaged.

Below is a list of permitted commercial cannabis uses and their State license type as well as the proposed amendment to their buffer zone distance.

USE TYPE	EXISTING BZ	PROPOSED BZ
Distribution (Type 11)	600 ft.	300 ft.
Manufacturing (Type 6 & 7)	600 ft.	300 ft.
Indoor Cultivation (Type 1A-5A)	600 ft.	300 ft.
Retail (Type 10)	600 ft.	600 ft.
Non-Storefront Delivery (Type 9)	600 ft.	300 ft.
Lab Testing (Type 8)	600 ft.	300 ft.

FISCAL IMPACT

There is no fiscal impact associated with this action. The proposed modification has the potential to yield significant increases in sales taxes and cannabis related fees.

RECOMMENDATION

Staff recommends that Planning Commission discuss and give direction

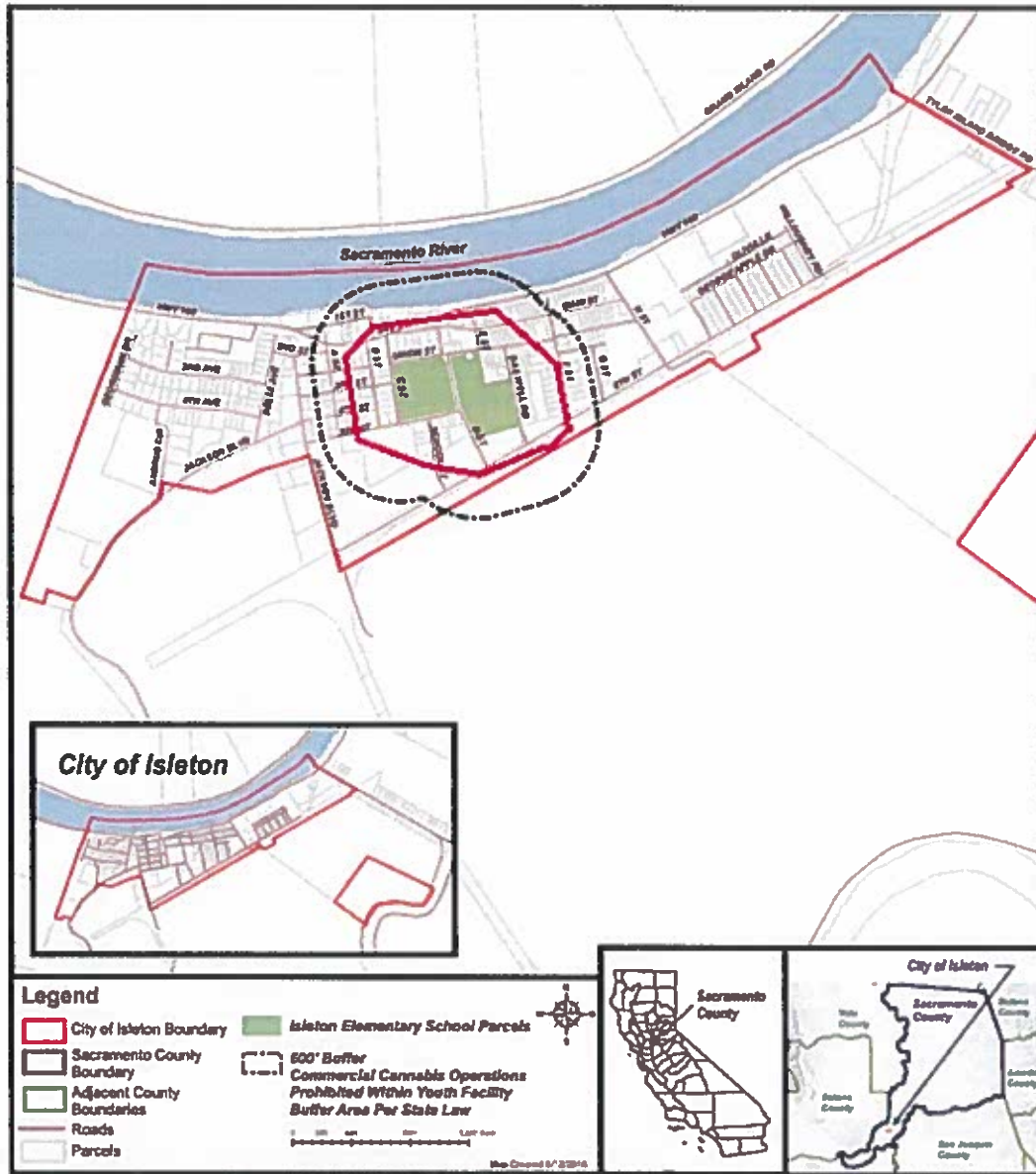
Prepared by: James Gates, Assistant Planner
Reviewed by: Charles Bergson, City Manager
Submitted by: Yvonne Zepeda, Deputy City Clerk

ATTACHMENT

1 – Map of current and proposed buffer zone boundaries.

ITEM 6.A ATTACHMENT 1

Cannabis Buffer Zone Boundary, Existing and Proposed Amendment



— Approximate Buffer Zone Boundary at 300 ft.

City of Isleton

Planning Commission Staff Report

DATE: April 6th, 2021

ITEM#: 6.B

CATEGORY: New Business

ZONING EXCEPTION 01-21 FOR AN EDUCATIONAL PARK IN THE CENTRAL COMMERCIAL ZONING DISTRICT. DELTA EDUCATION CULTURAL SOCIETY, APPLICANT

SUMMARY

Delta Education Cultural Society (DECS), a private non-profit developing the Asian American heritage Park Project whose board member Jean Yokotobi owns 27 Main Street, is receiving grant funding to develop a memorial garden park commemorating the Asian-American community's history and legacy in the Sacramento Delta and the United States more broadly.

A zoning exception is required as the property is currently located in the CC-Central Commercial Zoning District. To conform to land use designations in the Isleton Zoning Code and preserve the semi-public nature of the project down the road, a rezoning to the RCO- Resource, Conservation & Open Space Zoning District is necessary.

The Zoning Code allows Planning Commission to grant a Special Zoning Exception in lieu of a Zoning Code Amendment to expediate the planning process for projects at its own discretion. Staff is recommending that Planning Commission opt to consider a Special Zoning Exception for the proposed project.

Staff is recommending adoption of PC Resolution 01-21, recommending City Council grant Zoning Exception 01-21 to allow for the development of a public park under the standards of the RCO- Resource Conservation & Open Space Zoning District on the property of 27 Main Street.

DISCUSSION

Special Zoning Exceptions are regulated under Section 1910 of the Isleton Zoning Code (Ordinance 2015-01), which reads as follows:

Whenever an application is filed with the City for a change in district boundaries, the Planning Commission and City Council, in lieu of granting or denying said application, may grant to the applicant a special zoning exception by resolution which will permit said applicant (or his assignee) to develop or use said property in accordance with said application and the provisions of this Section.

- A. *Before a special zoning exception may be granted by the Planning Commission, the Commission may require the applicant to submit additional information relative to the application in the manner required in the filing of an application for a conditional use*

permit under this ordinance. In any event, the provisions of Sections 1901 through 1908 and Sections 1911 and 1912 shall apply in addition to the provisions of this Section. In filing an application, the applicant may request that the application be considered as a request for a special zoning exception.

- B. The Planning Commission may grant a special zoning exception subject to any of the conditions prescribed in Section 1504 and in accordance with the provisions of Sections 1409 through 1411 and Sections 1503, 1504 and 1505 through 1509 of this ordinance.*
- C. Upon being granted a special zoning exception by the City Council, the applicant shall develop his property in accordance with approved plans and conditions imposed under the provisions of this Section.*
- D. Upon the development and use of property in accordance with the provision of paragraph C of this Section, the district or part thereof for which the special zoning exception was granted, shall be thereon rezoned, altered, amended and established in accordance with the original application, or as set forth in the order of the City Council made at the time said zoning exception was granted.*

Staff maintains that park and garden land uses are consistent with the General Plan commercial land use designation for the following reasons:

- 1.) The proposed Asian American Heritage Park fulfills the General Plan Goals of enhancing community identity; quality in the form, design and functions of the urban area; enhancing quality of life; and historic preservation. (2000 General Plan, Pg. II-1).
- 2.) An educational park may be interpreted to be a center of entertainment and may act as a tourist attraction and is otherwise commensurate with surrounding commercial uses.
- 3.) Main Street has additional space for commercial retail among its existing buildings and the re-designation of this parcel will not have a significant impact on the CC-Central Commercial Zoning District's retail capacity.

A site plan of the proposed park is attached to this report (attachment 2).

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

Staff is recommending that Planning Commission adopt Resolution PC 01-21, Recommending to City Council the Granting of Zoning Exception 01-21 to allow for the development of an educational park under the standards of the RCO- Resource Conservation & Open Space Zoning

District on the property addressed as 27 Main Street. Isleton, Ca 95641, that include the following findings;

Recommended Findings for Zoning Exception 01-21 (incorporated into attached resolution):

1. This application for a Zoning Amendment with request made to grant a Special Zoning Exception was submitted, in accordance with the Municipal Code, to allow development of an educational park within the standards of the RCO- Resource Conservation & Open Space Zoning District on the property addressed as 27 Main Street. Isleton, Ca 95641 in the CC-Central Commercial Zoning District.
2. The applicant has submitted the required information to find the operation is consistent with State law and City ordinances.
3. The City's General Plan designates the project site for commercial development, and the proposed educational park would be consistent with the General Plan; and
4. Planning Commission, in lieu of granting permission for a zoning code amendment, is recommending City Council to grant a special zoning exception.

Prepared by: James Gates, Assistant Planner
Reviewed by: Charles Bergson, City Manager
Submitted by: Yvonne Zepeda, Deputy City Clerk

ATTACHMENTS

1. Resolution PC 01-21, Recommending City Council grant Zoning Exception 01-21
2. Draft Site Plan

RESOLUTION PC 01-21

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ISLETON
RECOMMENDING THE CITY COUNCIL TO GRANT ZONING EXCEPTION 01-21
ALLOWING AN EDUCATIONAL PARK DEVELOPMENT UNDER THE STANDARDS OF THE
RCO-RESOURCE CONSERVATION AND OPEN SPACE ZONING DISTRICT AT THE
PROPERTY ADDRESSED 27 MAIN STREET, ISLETON, CA 95641

The Planning Commission of the City of Isleton hereby finds as follows:

WHEREAS, February 9th, 2021, The Delta Education Cultural Society (DECS) submitted an application to amend the zoning designation of the properties addressed as 27 Main Street, Isleton, Ca 95641 in the CC- Central Commercial Zoning District; APN #157-0032-013, 1 in accordance with the Municipal Code; and

WHEREAS, the DECS Application includes the required information to demonstrate that the Project is consistent with State Law and City ordinances; and

WHEREAS, the City's General Plan designates the project site for commercial development, and the proposed educational park would be consistent with the General Plan; and

WHEREAS, Planning Commission, in lieu of granting permission for a zoning code amendment, is recommending City Council to grant a special zoning exception.

NOW, THEREFORE, BE IT RESOLVED that the City of Isleton Planning Commission that:

Section 1. The Planning Commission adopts the above Recitals as its findings with respect to the Project; and

Section 2. The Planning Commission recommends to City Council the Granting of Zoning Exception 01-21 to allow for the development of an educational park under the standards of the RCO- Resource Conservation & Open Space Zoning District on the property addressed as 27 Main Street. Isleton, Ca 95641, and upon development amending zoning district boundaries to include these properties in the RCO-Resource Conservation & Open Space Zoning District.

PASSED AND ADOPTED by the Planning Commission of the City of Isleton this 6th day of April 2021, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

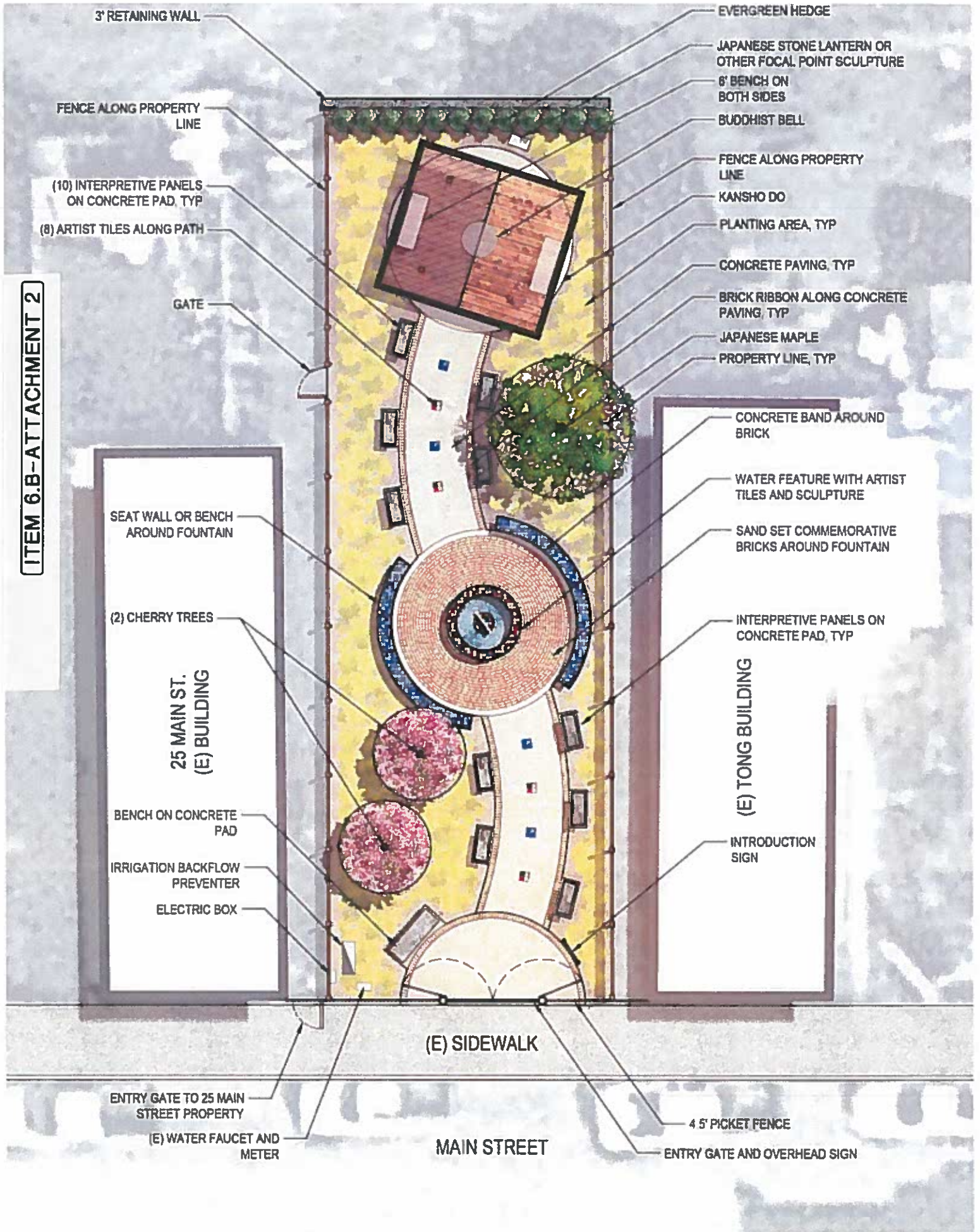
ABSENT: _____

Jack Chima, Planning Commission Chairman
City of Isleton

ATTEST:

Yvonne Zepeda, Deputy City Clerk

ITEM 6.B-ATTACHMENT 2



3' RETAINING WALL

EVERGREEN HEDGE

JAPANESE STONE LANTERN OR OTHER FOCAL POINT SCULPTURE

6' BENCH ON BOTH SIDES

BUDDHIST BELL

FENCE ALONG PROPERTY LINE

KANSHO DO

PLANTING AREA, TYP

CONCRETE PAVING, TYP

BRICK RIBBON ALONG CONCRETE PAVING, TYP

JAPANESE MAPLE

PROPERTY LINE, TYP

CONCRETE BAND AROUND BRICK

WATER FEATURE WITH ARTIST TILES AND SCULPTURE

SAND SET COMMEMORATIVE BRICKS AROUND FOUNTAIN

INTERPRETIVE PANELS ON CONCRETE PAD, TYP

(E) TONG BUILDING

INTRODUCTION SIGN

4' 5" PICKET FENCE

ENTRY GATE AND OVERHEAD SIGN

FENCE ALONG PROPERTY LINE

(10) INTERPRETIVE PANELS ON CONCRETE PAD, TYP

(8) ARTIST TILES ALONG PATH

GATE

SEAT WALL OR BENCH AROUND FOUNTAIN

(2) CHERRY TREES

25 MAIN ST. (E) BUILDING

BENCH ON CONCRETE PAD

IRRIGATION BACKFLOW PREVENTER

ELECTRIC BOX

(E) SIDEWALK

ENTRY GATE TO 25 MAIN STREET PROPERTY

(E) WATER FAUCET AND METER

MAIN STREET

City of Isleton

Planning Commission

Staff Report

DATE: April 6th, 2021

ITEM#: 6.C

CATEGORY: New Business

REGIONAL EARLY ACTION PLANNING (REAP) 2 FUNDING PROPOSAL

SUMMARY

City Council directed staff to apply for Regional Early Action Planning (REAP) funding through the Sacramento Area Council of Governments (SACOG). REAP funding is intended to help accelerate housing production in the region.

The REAP funds are being disbursed in two one-time spending portions: a 25% portion offering \$10,000 and 75% portion offering \$40,000. City Council approved a proposal to use the first portion of funds on contingency for the 2021-2029 Housing Element Update.

Staff is presenting a draft proposal for the remaining \$40,000 to Planning Commission for discussion and input purposes at this time.

DISCUSSION

Following an introductory conversation with consultants Cascadia Partners (who have previously worked with the City on its Main Street Redesign project), a draft proposal was produced for a "Middle Housing Viability Study".

This study would look into the barriers and potential viability of middle housing development, a range of residential housing forms at scale and density between single-family housing and mid-rise apartment complexes that have traditionally been underutilized in American housing development. Middle Housing includes housing options such as duplexes, four-plexes, courtyard housing, medium-sized multiplex housing, and townhouses. These housing forms can allow for affordable housing options for renters and buyers while meeting the market considerations of potential developers. Middle housing also helps to produce walkable, integrated urban spaces.

This viability study may also look into the project specific need of the Village on the Delta and look into the initial Planned Unit Development and recommend updates that ease planning constraints on a potential developer.

Attached to this report is a brief outline of what the study would entail, produced by Cascadia Partners (Attachment 1).

SACOG has tentatively approved this idea for funding already, but the City has time to develop the scope of work as necessary.

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

Staff recommends that Planning Commission discuss and give direction

Prepared by: James Gates, Assistant Planner
Reviewed by: Charles Bergson, City Manager
Submitted by: Yvonne Zepeda, Deputy City Clerk

ATTACHMENT

1 – Middle Housing Viability Study, Draft Outline

ITEM 6.C-ATTACHMENT 1

1. Brief summary of the project and its impact on accelerating housing production, including a summary of the current conditions and expected conditions as a result of planning grant.

Housing production is not just an urban issue. Many rural communities in the SACOG region are facing housing challenges. For many of these communities, a lack of recent development means the market is unproven for a broad range of housing types, including middle housing. In addition, local regulations may make middle housing types difficult to build.

For Delta communities like Isleton, these issues are particularly acute. Within the commute shed of both the Sacramento and the Bay Area, Isleton has the rare combination of land availability and potential market demand. It is also a community with significant need for more affordable housing options (nearly half of residents live below twice the federal poverty level).

Encouraging not just housing production in general, but also a broad range of housing types will be critical for Isleton to meet the needs of current and future residents. The challenge for Isleton will be getting the regulations right to lower barriers to middle housing production while making the case that middle housing could be successful, despite an unproven market.

To help promote a diverse range of housing types in Isleton, we propose to develop a "Middle Housing Viability Study". This study will serve as a resource for the City as it updates its General Plan, and for housing developers in the region who may be interested in building middle housing in Isleton.

2. Equity, affirmatively furthering fair housing, and/or anti-displacement considerations

Some thoughts:

- Isleton ranks high across many indicators in CalEnviroscreen (poverty, pollutants, etc).
- Recent sales of new single family homes in the area indicate that they are being offered at roughly 150 – 180% of median household income. Clearly that product type is not delivering housing that is broadly affordable.
- nearly half of residents live below twice the federal poverty level
- Isleton is unique in that it has a large amount of vacant land entitled for residential use. This is an opportunity to build housing that is affordable by design and does not displace existing residents.

3. Descriptions of tasks and major sub-tasks

Potential outline for Middle Housing Viability Study

- What is middle housing (characteristics)
- Where does it exist in Isleton, the Delta, and the broader SACOG region today?
- What are its potential benefits and why might it be appropriate for a community like Isleton?
 - Community character
 - Demographics and housing need
 - Regional context, including Bay Area
- What are barriers to middle housing development
 - Include specific analysis of Isleton land development code

- For communities like Isleton that have not seen lots of recent development, what are the broader community characteristics needed to make middle housing development successful? (urban amenities, connections, parks, etc)
- What are the opportunities to build middle housing in Isleton (could mention DV PUD here)

4. Timeline and budget, including whether additional funds are being utilized

Cascadia thinks we can produce the document as outlined above for \$40,000. If the land owners were willing to contribute, we could do an in-depth market study and prospectus for potential buyers, but this work cannot be funded by the REAP funds.

5. Summary of the plans for adoption or implementation

- Here I think we can make the case that you would incorporate our recommendations broadly about middle housing into the GP.



City of Isleton

101 Second Street, Isleton, California 95641

PLANNING REPORT

Date: April 2nd, 2021

To: Planning Commission

From: James Gates, Assistant Planner and Public Works Analyst

Staff has received reporting on the fees owed by cannabis operators in Isleton according to their development agreements for 2020. The City received a total of \$213,421.65 in combined payments from the five currently operating cannabis businesses. Several businesses have delinquent payments remaining from last years. Once due notice of their delinquency is given, staff report any outstanding fees owed to the City to Planning Commission at their next meeting. Delinquent payments may be grounds for revocation of cannabis operators conditional use permit with direction from Planning Commission and City Council.

The City was awarded \$22,000 from the California Governor's Office of Business and Economic Development (GO-Biz) to start a cannabis equity program. The City will release a bid to find a consultant to complete the equity survey necessary to start the program. Once the program is implemented, the City will be able to receive funds to aide eligible cannabis operators or applicants.

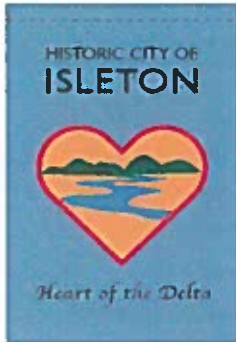
The City has received the final report from consultant Robert Liberty on the outcome of the Rural Main Street Program. The final report is attached to this report. Staff would like to give thanks again to Commissioners Chris Jones and Michelle Burke for the time they dedicated to this project as well as the rest of the advisory committee for all of their passion and creativity.

The City has also received a memo from Dynamic Planning summarizing the discussion at last month's Housing Element Update joint meeting. That memo is attached to this report. If Planning Commission feels any important discussion from that meeting is absent from the memo, I'll make sure it gets added.

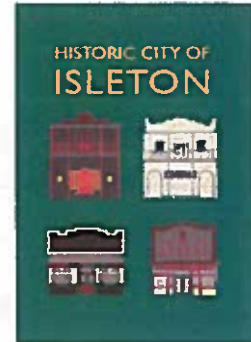
The City received an application for a fence for a house in one of the existing homes in the Village on the Delta project. This application will be forwarded to the Architectural Design Review Committee for approval. This has prompted staff to look into establishing an HOA for the Village, and will return for discussion and direction from Planning Commission in the near future.

Respectfully,

James Gates



Final Report
Isleton Main Street Design Project
Part of SACOG's Rural Main Street
Technical Assistance Grant Program
Prepared by Robert Liberty, February 28, 2021



Executive Summary

A new design concept for Main Street in the small city of Isleton, California, was funded through a technical assistance grant from the six-county Sacramento Area Council of Governments (SACOG). The design developed from design concepts prepared by architecture students at the University of San Francisco as modified by the resident's Main Street Design Advisory Committee.

The purpose of the technical assistance is to provide the city of Isleton with concepts to improve the streetscape along Main Street to be more pedestrian friendly and help revitalize the businesses along it. The assistance would be guided by an advisory committee of local stakeholders, city staff and assistance provided by SACOG staff and its consultants, volunteer design professionals and a class of undergraduate architecture students from the University of San Francisco.

Key elements of the design are:

- Reconfiguration of some of the parking from parallel to diagonal and diagonal to parallel
- Curb extensions containing landscaping and other amenities and increasing safety for pedestrians and drivers
- Shade trees
- Added and modified streetlamps
- Suspended string lighting
- Paving Main Street with tinted asphalt to lighten the street and reduce heat absorption
- Temporary parklets for some of the parking space.

The concept was reviewed by the Planning Commission and City Council in February 2021 and city staff are moving ahead to secure funding to turn the design into engineering drawings as the first step toward construction.

About Isleton and its Historic Main Street

Isleton is a small city in the Sacramento-San Joaquin River Delta of California, a rich agricultural region in the Central Valley. Its greatest physical asset is its largely intact historic Main Street, made up of buildings constructed for the businesses of its Japanese and Chinese residents in the mid 1920's after a fire burned many of the original buildings.

The residents who populated and patronized Isleton's Japan Town were imprisoned between 1942 and 1945 and few returned after World War II. Its Chinese residents left for other locations as agricultural processing facilities left Isleton and opportunities for employment elsewhere increased. Isleton's population fell by 60% between 1930 and today.

Isleton's Main Street was added to the National Register of Historic Places in 1991, a designation that imposes responsibilities on the city to maintain the historic character of the place so designated. Here is a map of the historic district, excerpted from the 2017 Vision Report (cited below):

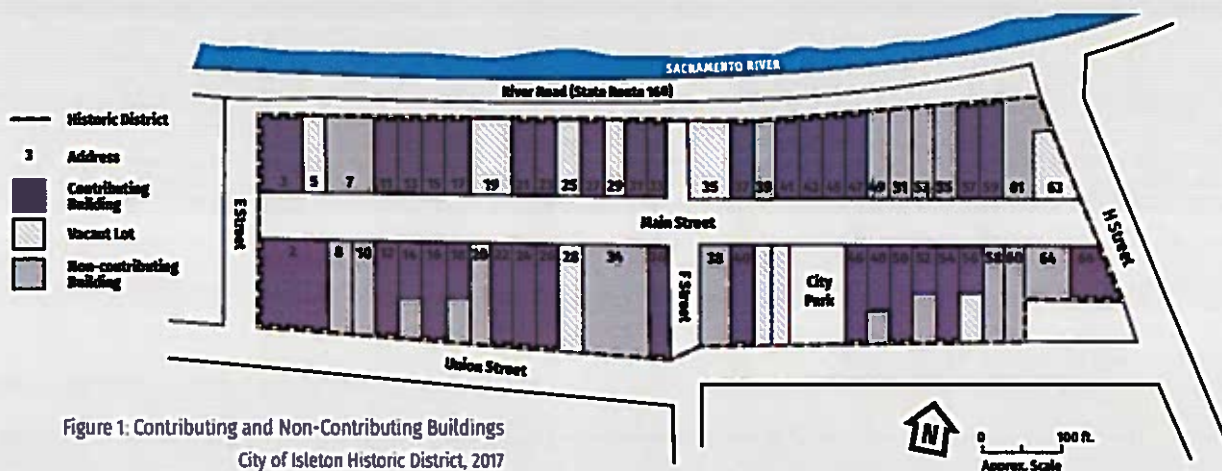


Figure 1: Contributing and Non-Contributing Buildings
City of Isleton Historic District, 2017

Main Street is narrow, between about 60 feet in width, from façade to façade. This was a constraint on the design options but also an essential part of the character of the street.

Its length, from the eastern end at its junction with H Street and its transition into Second Street west of E Street is about 1,120 feet. From H Street, along Main and Second Street to SR 160 is one third of a mile.

Main Street transitions to Second Street which connects to a busy commuter route, State Route 160 by H Street and C Street. The issue of how to make a safe pedestrian connection between Main Street to the city dock and the Sacramento River while crossing the high-speed commuter traffic on State Route 160 has been the subject of discussion for more than 20 years.

The city's 2000 General Plan, which had begun the update process during the course of this project, described the potential role Main Street could play in revitalization. It also recommended the following changes to its design (page IV-A-9):

2. **Development of Second Street and Main Street as a central landscaped corridor with 45 degree angle parking, mid-block crosswalks, pedestrian connections to the waterfront , street furniture, and modern street lighting on historically designed standards.**

The October 2017 report, *City of Isleton - Opportunities, Constraints, and Vision Report* again emphasized the historic district as a major asset of the city (at page 42):

The City's history is considered by many to be its greatest asset. The National Park Service designated Isleton's Chinese and Japanese Commercial Districts as a historic district with the National Register of Historic Places in 1991. Most of the existing buildings were constructed in 1926 following a major fire, except for two buildings that were built between the initial construction phase and 1931. Many of the buildings in the historic district have had little or no alteration to their mass and shape, which creates a cohesive architectural unit evocative of its economic boom in the 1920s and 1930s and its unique multi-ethnic history.

Capitalize on the City's History. The City has an opportunity to elevate its identity in relation to its history, particularly its historical significance for Chinese- and Japanese-Americans.

In recent year the lower cost of homes and Main Street buildings has attracted some new residents and entrepreneurs to the town, who recognized the value of its historic commercial district and how were supporters of the effort to redesign Main Street. Two important buildings, the Bing Tong Building and the Mei Wah Taproom have been renovated and added much to the character of Main Street. Several other building owners hope to do the same and see the Main Street redesign as a catalyst for continued revitalization.

Project Narrative & Participants

Origins and Purpose of the Main Street Design Project

For many years the Sacramento Area Council of Governments (SACOG) has been providing technical assistance grants to the cities and counties in the region, to help them implement the planning principles found in SACOG's Regional Blueprint plan. The Sacramento Blueprint is a smart growth vision for the region that was adopted by the SACOG Board of Directors in 2004.

The spirit of the Blueprint is to integrate land use and transportation planning to curb sprawl, cut down on vehicle emission and congestion in order to improve the quality of life for residents of the region. It accomplishes this by implementing smart growth principles that encourage a variety of housing options closer to employment, shopping, and entertainment hubs, which gives options for people to walk, bike, or take public transportation to work and play.

The consultant services for this project were funded with from a Caltrans Planning Grant awarded to and administered by SACOG. The emphasis of this Caltrans Planning Grant is for SACOG to focus on rural commercial corridors. The services that the grant will pay for are a continuation of services many jurisdictions in the region have received from SACOG and its consultants utilizing prior grant funds. Per the request of the local jurisdictions, services required focus on activities that economically develop local communities, such as unifying business and property owners towards a common focus, reviewing zoning and regulatory practices affecting a business district, and developing conceptual design of streetscape improvements.

The manager of SACOG's Rural Main Street Program was Senior Planner Greg Chew. Mr. Chew was actively engaged in facilitating the Isleton Main Street Design project by providing guidance, information and introductions to Robert Liberty and to James Gates, the Assistant City Planner for Isleton and to Chuck Bergson, Isleton's City Manager.

Winter 2019 - 2020: Consultant Site Visit to Isleton, Sub-award Decision

On December 3, 2019 Greg Chew and the members of the potential project consulting teams made a site visit to Isleton. The participants were Josh Meyer and Cayla McDonell from the Local Government Commission, Michele Reeves from Civilis Consultants (who had already provided consulting services for Isleton's Main Street) and Robert Liberty, a sole proprietor land use and transportation planning consultant. The visitors were very impressed by the level of resident interest in the project and that was a decisive element in the decision by SACOG to award the grant.

That visit was part of the mutual decision between SACOG and Isleton to award a grant for assistance with the redesign of Main Street, with primary assistance provided by Robert Liberty and some additional assistance by the Local Government Commission.

During late Winter and early Spring, the Scope of Work for the project was drafted and revised several times, modified to take into account the impacts of the COVID19 pandemic, which would preclude in-person events.

The approved final scope of work was "to help the City of Isleton create a conceptual design for the Main Street/2nd Street commercial corridor (between River Road and H Street) to help the city in the future with grant opportunities to create a Streetscape Master Plan and to ultimately re-construct the corridor to be more walkable and friendly to visitors and local residents."

Spring 2020: Formation of Main Street Design Advisory Committee and Recruitment of USF Community Design Studio and Volunteer Expert Advisers.

Work began in April with the search for a university design studio willing to take on the Isleton Main Street redesign project. Liberty contacted faculty members teaching classes in landscape architecture, architecture, land use planning and transportation planning at the University of California at Davis, the University of California at Berkeley, Sacramento State University,

Stanford University and the University of Oregon (where a UC Davis faculty member was in residence.)

Liberty also began contacting individual architects and designers to explore the possibility of having the project adopted as a pro bono activity by a private firm, in the event a studio could not be contacted.

Thanks to Oakland architect Paul Okamoto (Liberty's personal acquaintance) the project was adopted by the Community Design Studio architecture class at the University of San Francisco (USF), taught by Adjunct Professors Austin Tang of a Berkeley architect and Ray Lucchesi a founding principal of the Regenes Group. Assisting with the recruitment and guidance of the class was USF Associated Professor of Architecture Seth Wachtel who created the Community Design Studio at USF,

Professors Lucchesi and Tang each taught a section of the studio, organized as four teams of four students, 32 in all.

The students in the Community Design Studio were:

Tang Team 1: Courtney Crother, Jennylee Flores-Nguyen, Monsse Torres Vela, Samantha Gomez

Tang Team 2: Alex Macha, Sabin Thapa, Danielle McCorkle, Aaron Bernhard

Tang Team 3: Heryann Reyes Ayala, Karen Monrreal Perez, Angelica Carinugan, Jason Reyes

Tang Team 4: Shan Chavez, Kamyab Moradi,, Arianne Reyes, Matthew Mejia

Lucchesi Team 1: Sarah Alajajian, Gigi Guilhamet, Noah Lopez, Bryan Munguia

Lucchesi Team 2: Arantza Aramburu, Zoë Craven, Allyssa Mabute, Steph Morin

Lucchesi Team 3: Maria Cannavo, Jose Diaz, Marian Viado, Andrew Justin Villanueva

Lucchesi Team 4: Tsz Choi, Jinxin Kong, Alex Libed, Ruishan Feng

Due to Covid19 the students worked remotely, including overseas students who attended their studio sessions starting at 3 AM local time.

Liberty also recruited some volunteer experts who could advise either the students or the project participants in Isleton. Those expert volunteers were:

- Mike Faha, Founding principal of Greenworks, a Portland landscape architecture firm, and a Fellow of the American Society of Landscape Architects.
- Greg Holly, of Acme Graphic Design, Portland, Oregon
- Paul Okamoto, architect in the Bay Area firm Okamoto Saijo.
- Fei Tsen, CEO of Windflower Properties which builds mixed use, multi-family residential projects on infill sites, close to urban centers and transit.

The City of Isleton appointed a Main Street Design Advisory Committee (MSDAC) in the late spring, made up of Main Street business owners and community leaders. The Committee composition changed slightly over time. Its members were:

- William (Clay) Bodenhamer, owner of the River's Edge ceramic studio on Main Street, who serves on the historic district board.
- Michelle Burke, , and a member of the Planning Commission
- Ning Garcia, manager of Rogelio's Dine and Sleep Inn on Main Street
- Robert Jankovitz, a member of the City Council at the beginning of the project
- Chris Jones, a planner with a law degree, working with the firm of Environmental Science Associates who lives in Isleton and serves on the Planning Commission
- Irma Mora, owner of a Main Street building and a board member of the Isleton Chamber of Commerce
- Sue Tipp, President of the Isleton Chamber of Commerce
- Iva Walton, creator of the Mei Wah Beer Room and a member of the City Council
- Jean Yokotobi, descendent of early residents of Isleton, owner of the building housing the Chamber of Commerce and active in historic preservation activities. During the project Ms. Yokotobi was securing funding for the construction of a Japanese style garden on one of the vacant lots on Main Street.

Summer 2020

Early in the summer the MSDAC was convened on Zoom for three preparatory presentations:

On June 9th, Liberty made a Zoom presentation and discussion of the project and related schedule. It also included the presentation of examples of main street redesigns in small cities or suburbs in California (Yuba City, Placerville, Folsom, Winters, Bird Rock in San Diego), Oregon (Sisters, Hood River) and Washington (White Salmon.) MSDAC members were encouraged to make (Covid-safe) site visits to some of these cities, which two members did.

This same presentation was later used to acquaint the students with main street redesign principles and examples.

On July 28, Josh Meyer and Cayla McDonell of LGC made a presentation to the MSDAC and City Planner James Gates on the subject of grant opportunities that could fund engineering drawing and construction for whatever design was selected.

During the summer Liberty assembled background materials on Isleton, its Main Street and the region that could be part of the design brief Professors Tang and Lucchesi provided to the students. This included information about the Japanese and Chinese communities in California and the Dealt that played the central role in creating Isleton's historic Main Street.

In July there was a planning meeting of Liberty with Professors Wachtel, Tang and Lucchesi to discuss the studio organization and schedule and share project information, including facilitating discussions with the Volunteer Experts.

Liberty also began assembling background materials on principles of street redesign for the architecture students. For many of them, it was their first experience with designing a part of the public realm instead of an individual building.

Classes at USF began on August 18. The first two weeks focused on community design principles.

Around this time, Liberty also began assembling background materials on principles of street redesign for the architecture students. For many of them, it was their first experience with designing a part of the public realm instead of an individual building.

On August 28 Professors Tang and Lucchesi and volunteer experts Okamoto and Tsen visited Isleton in August and were given a tour of Main Street by members of the MSDAC and James Gates. USF policy forbade faculty from requiring site visits during the COVID pandemic, although a few students who lived in the region, did visit.

Fall 2020

On September 29 the students presented their research findings about Isleton Main Street to the MSDAC, in two 2 hour and 45-minute studio session.

On October 8, Liberty facilitated a GoogleEarth tour of Isleton's Main Street for the design students, with MSDAC members and James Gates providing commentary and answering questions.

On October 13 and November 3 the students presented their evolving Main Street designs to the MSDAC in two more 2 hour and 45 minute studio sessions.

During the fall, the students made presentation of their evolving designs on

In October Greg Holly, the graphic designer among the volunteer experts made a presentation to Professor Tang's students, discussing the forms and roles that graphic design could play in city design. The session was originally supposed to take about a quarter hour but because of the quality of the presentation and level of interest by the students in lasted an hour.

On November 5, Mike Faha made a 90 minutes presentation to the students on the elements of small town Main Street design and included professional development advice on how these concepts can be most effectively presented visually and in writing to local governments and citizens. The discussion included specific questions and answers about such things as the cost of various landscape and sidewalk elements, maintenance responsibilities and the use of phrases that capture the essence of a design.

A critical meeting of the MSDAC was held on November 9, during which the Committee members, most of whom had been careful to be polite and supportive in their comments to the students, met to discuss and agree on a set of general directions to the students for their final designs, including some fairly specific suggestions about what would and wouldn't work in Isleton. This meeting like the meetings in January was critical to the development of a strong MSDAC agreement on an appropriate design.

On Friday November 20, there was a separate MSDAC review of the student designs from Professor Lucchesi's students.

Winter 2020 – 2021: Final Student Designs, MSDAC Design Deliberations, Presentations to Planning Commission and City Council

December 7 was the review by the MSDAC of the final student designs. By this point there was much more critical (but polite and appreciative) questions and comments by the members of the MSDAC and more thoughtful and confident responses by the students, because they had made a great deal of progress in developing their ideas.

On January 7, the MSDAC met to discuss which design or elements of designs they wished to recommend to the city.

Liberty facilitated the meeting as it worked successively through the major issues of parking, sidewalks and crossing, lighting and landscaping. The MSDAC members worked quickly and collaboratively to revise various elements taken from the design that decided best reflected their preferences, shown here:



After almost 90 minutes of work they adjourned for the day.

But they were eager to continue their deliberations and spent another hour or so on January 13, addressing other design ideas that were outside of the Main Street focus, including gateways, signage, parks and public art.

Their conclusions were expressed in a final design illustration created by Liberty in PhotoShop and presented in a PowerPoint.

The Planning Commission heard the presentation of the design on February 2, 2021 and the City Council on February 23. At both meeting, members of the MSDAC contributed their own commentary to the presentations. In particular they were quick to defend and explain their design from some concerns expressed by a city councilor at the February 23 meeting. They were able to articulate not only their own views but the perspectives of the group. This was an excellent indication that the group was committed to the design and the project.

At the conclusion of the meeting, the city manager stated that he would be seeking grant funding to carry the design concept to the stage of engineering drawings and then construction.

Major Work Products Transferred to Isleton and SACOG

- February 23, PowerPoint presentation to Isleton City Council including Main Street design concept, explanations and illustrations of those elements, and other design ideas from the students.
- Eight student team design concepts.
- PowerPoint of exemplar small Western city and town main street redesigns.

Other files can be transferred at the request of the city or SACOG.



MEMORANDUM

TO: City of Isleton City Council and Planning Commission

FROM: Dynamic Planning + Science, General Plan consultants to City

DATE: March 9, 2021

RE: SUMMARY OF MARCH 4TH JOINT SESSION TO DISCUSS HOUSING ELEMENT UPDATE

Councilors and Commissioners:

We appreciate your time and energy in the March 4th Joint Session to learn about and provide feedback on the City's General Plan Housing Element. Meeting materials are available at planisleton.com/meetings. This memo summarizes the feedback we heard at the joint session.

We encourage your ongoing input, especially to the questions asked in the session:

- 1) What are the unmet housing needs in Isleton?
- 2) What are the barriers to affordable housing development in Isleton?
- 3) Has the City made any recent progress towards accommodating affordable housing in Isleton? *(discussed in meeting, added to questions for follow up)*
- 4) What can the City and community leaders do to address these needs and barriers?
 - a. Any programs or assistance that could help?
 - b. Any policy changes the City wants to undertake?
- 5) Other creative ideas for Isleton to provide affordable housing in the future?

We received the following input from the work session:

- FEMA floodplain development requirements continue to be a challenge in future development and housing affordability.
- Infrastructure resiliency is a significant barrier to growth in Isleton; the City should be proactive in resolving this issue. In particular, power outages are a significant concern. (as we heard from City staff, some proactivity is ongoing).



- Access to reliable internet and cellular service is another barrier, and the City can play a role in looking at programs, outreach efforts, and incentives to continue improving access to internet and cell service.
 - There are new PUC pilot projects to assist in rural internet service; DP+S will look into this potential program.
- The City needs additional amenities and infrastructure to encourage growth. Comparing to neighboring jurisdictions, amenities such as a developed waterfront, downtown businesses, amenities for young people, and a police department make a big difference.
- The large PUD development known as “Village on the Delta” continues to struggle, in part because of demand and in part because of the large size of the development and difficulties faced by developers.
- There is an existing gap of multi-family housing units in Isleton and increasing these developments could increase affordability and grow Isleton.
- **Recent successful program:** The City is currently considering an ordinance to inspect and enforce codes for rental houses, which will help ensure a healthier living environment for local renters.

Please feel free to reach out for continued input on the questions we posed and any other housing related topics. We will be crafting the Background Report that provides data on baseline housing needs over the next month (by mid-April) and crafting the Draft Housing Element based on your input and the existing Housing Element (available to view [via this link](#)).

Thank you!

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