TOWN OF COLMA PLANNING DEPARTMENT
1190 El Camino Real, Colma, CA 94014

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Housing Policy Department
Received on:
MAR 18 2013

March 15, 2013

Office of Planning Research
State Clearinghouse
P.O. Box 3044
Sacramento, CA 95812-3044

Department of Housing and Community Development
Division of Housing and Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

Dear Sir or Madam:

On March 13, 2013 the Colma City Council received and accepted the 2012 Annual Report on the Implementation of the Housing Element. In addition, they accepted the Annual Report on the General Plan.

In compliance with California Government Code Section 65400(a)(2), a copy of this Annual Report is attached to this letter and submitted to you.

Sincerely,

Michael P. Laughlin, AICP
City Planner

Enc: Annual Housing Element Progress Report- Housing Element Implementation

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Town of Colma

Reporting Period January 1, 2012 - December 31, 2012

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
None to report							0				
(9) Total of Moderate and Above Moderate from Table A3 ► ►					0	0	0	0			
(10) Total by income Table A/A3 ► ►											
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction Town of Colma

Reporting Period January 1, 2012 - December 31, 2012

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA whichmeet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Town of Colma

Reporting Period January 1, 2012 - December 31, 2012

Table A3

Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Town of Colma

Reporting Period January 1, 2012 - December 31, 2012

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1 2007	Year 2 2008	Year 3 2009	Year 4 2010	Year 5 2011	Year 6 2012	Year 7 2013	Year 8 2014			
Very Low	Deed Restricted	15											15
	Non-deed restricted												
Low	Deed Restricted	11											11
	Non-deed restricted												
Moderate	Deed Restricted	13											13
	Non-deed restricted												
Above Moderate		26	2	0	0	0	0	0	0	0		2	24
Total RHNA by COG. Enter allocation number:		65	2	0	0	0	0	0	0	0		2	63
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremly low-income households are included in the very low-income permitted units totals.

Jurisdiction: Town of Colma
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Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 1.1 Manufactured Housing Design Standards.	Up to 12 new construction single family units allowed in Sterling Park. 0 rehabilitated units 0 preserved units	Adoption of specific design standards for Manufactured Housing in Colma by December 2013.	Scheduled for review by City Council in April 2013.
Program 1.2 General Plan Consistency Review and Annual Report. Continue to conduct an annual Housing Element implementation review consistent with Government Code Section 65400.	N/A	Continue internal consistency review annually and make report available to the public.	Scheduled for review by City Council in March 2013
Program 2.1 Second Unit Ordinance. Pursuant to Colma's Zoning Code, second dwelling units are permitted in the "R" Zone, in accordance with state law. Second dwelling units are not permitted in the Sterling Park neighborhood, in order to comply with the maximum density of the 13 units/acre density and to manage parking impacts.	3 new construction units available to moderate income households 0 rehabilitated units 0 preserved units	Ongoing enforcement of existing ordinance and standards	No new second units this reporting period

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Reporting Period: January –December 31, 2012

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 3.1 Planned Development Districts and Mixed Use. Pursuant to the Colma Zoning Ordinance, parcels zoned as "Planned Development (PD)" permit a mix of uses, including both residential and commercial. Higher density, multi-unit residential developments are permitted in PD zones. PD districts may be established in any R or C zone upon application of a property owner or owners, or upon the initiative of the City Council.	63 new construction attached units 0 rehabilitated units 0 preserved units _____ At least 20% of new construction attached units affordable to moderate income and below.	Ongoing enforcement of existing ordinance and standards.	No new second units this reporting period

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 3.2 Density Bonus Provisions for Affordable Housing. In December 2005, the Town adopted an Inclusionary Housing Ordinance amending the Colma Municipal Code. The Ordinance requires developments of 5 or more units include 20% inclusionary affordable units, or pay an in-lieu fee to the Colma Housing Trust Fund. In light of the recent appellate court case *Palmer v. City of Los Angeles*, the Inclusionary Housing Ordinance should be suspended and evaluated, and revised to withstand legal challenge while promoting the Town's interest in providing affordable housing.	63 newly constructed units 5 extremely low 10 very low 11 low 13 moderate 0 rehabilitated units 0 preserved units	Evaluation to be completed within one year of Housing Element adoption.	Town currently looking at hiring consultant to conduct Nexus study to support existing ordinance.
Program 3.3 High-Density Housing Near Colma and South San Francisco BART Stations. Pursuant to the Colma General Plan, a residential density policy applicable to property fronting on El Camino Real between B, C and D Streets encourages high density residential facilities in the vicinity of the Colma and South San Francisco BART Stations.	63 newly constructed units 5 extremely low 10 very low 11 low 13 moderate 0 rehabilitated units 0 preserved units	Ongoing enforcement of existing ordinance and standards.	No new units this reporting period

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 3.4 Planner Responsibility to Promote Affordable Housing and Mixed-Use. At the time first contact is made with Town staff, developers are alerted by the City Planner of the Town's desire to provide a wide range of housing, including units affordable to lower income households.	63 newly constructed units 5 extremely low 10 very low 11 low 13 moderate 0 rehabilitated units 0 preserved units	Ongoing implementation of existing program.	Routine meetings and inquiries with property owners and developers as they request information about various properties.
Program 3.5 Planned Development Zoning Provisions for Larger Lot Development. The Town's Planned Development Ordinance provides for residential development proposals that would not be possible under the available conventional zoning. Establishing a PD, or 'Planned Development' allows for site-specific constraints to be taken into account when setting the regulations for development, such as design, setback, and parking standards.	63 newly constructed units 5 extremely low 10 very low 11 low 13 moderate 0 rehabilitated units 0 preserved units	Ongoing enforcement of existing ordinance and standards.	No new units this reporting period

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 3.6 Ensure No Net Loss of Required Units. For each of the three sites identified to accommodate housing for lower income households approved for development at a realistic capacity lower than that identified in the Housing Element, the Town shall identify a site with available infrastructure, without site constraints that would impair achieving maximum densities, and rezone the identified site with a maximum density of 30 units per acre.	63 newly constructed units 5 extremely low 10 very low 11 low 13 moderate 0 rehabilitated units 0 preserved units	Development of evaluation procedure to implement Govt. Code Section 65863 within one year of Housing Element adoption.	Scheduled for review by City Council in April 2013.
Program 4.1 Reasonable Accommodations Ordinance Enforcement. In January 2007, the Town adopted an ordinance amending the Colma municipal code to provide a procedure by which persons with disabilities can request reasonable accommodation in seeking equal access to housing.	N/A – As needed.	Ongoing enforcement of existing ordinance and standards.	No requests for reasonable accommodations have been made during the reporting period.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 4.2 Senior Housing. Through this program the Town maintains and manages Creekside Villas, an 18-unit Senior Housing Complex on El Camino Real. The current rental structure is designed to provide subsidized and affordable units to low-income seniors.	0 newly constructed units 0 rehabilitated units 18 preserved units	Ongoing enforcement of existing ordinance and standards.	Continued use of these 18 units.
Program 4.3 Emergency Shelters. California Government Code Section 65583(a)(4) requires Colma to assess the need for emergency homeless shelters and zone to permit these shelters by right and without environmental review. To meet these requirements, Colma will draft and adopt an emergency shelter ordinance, which will permit emergency shelters without a Use Permit or any other discretionary permit.	N/A	Draft and Adopt Zoning Code amendments by December 2013	Scheduled for review by City Council in April 2013.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 4.4 Inform local developers of opportunities to provide transitional and supportive housing. Provide information regarding the Town's transitional and supportive housing opportunities to local developers through counter handouts and interactions, and on the Town's website.	N/A	Ongoing	Information provided at time of counter interaction.
Program 4.5 Amend the Zoning Code within one year of adoption of the Colma Housing Element to clarify that transitional and supportive housing is considered a residential use of the property, subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.	N/A	Draft and adopt Zoning Code amendments by December 2013	Scheduled for review by City Council in April 2013.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 4.6. Reach out to local service providers of special needs groups to assist in the identification and analysis of constraints to the provision of housing for persons with disabilities. Identify unmet needs and – to the degree possible – overcome any constraints, including lack of capacity and available resources.	N/A	Development of program and ongoing implementation	Opportunities for outreach did not present themselves during the reporting period.
Program 5.1 Knowledgeable Housing Referral. The Colma Planning Department currently retains a listing of major agencies and organizations active in housing related services in nearby cities and a listing of relevant regional, state and federal offices providing project funding and individual assistance.	N/A	Ongoing implementation of existing program	Information and referrals made during the reporting period to individuals calling or coming into planning department offices.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 5.2 Human Investment Project (HIP) Support. The Town supports the Human Investment Project (HIP), which provides affordable housing opportunities to residents of San Mateo County such as a Home Sharing Program for the elderly and roommate referral. Information about HIP is periodically printed in the Town's monthly newsletter.	N/A – Supports units and housing outside of Colma.	Ongoing implementation of existing program	Continued support by the Town of HIP and their programs.
Program 5.3 Section 8 Rental Assistance. Through this program, the Town actively encourages very-low income households to apply to the San Mateo Housing Authority for rent subsidies.	N/A	Ongoing implementation of existing program	Information is disbursed to the community by the Colma Planning Department.
Program 5.4 Housing Recordkeeping. Through this program a master list of total housing units and the estimated population is maintained by the City Planner and updated annually using building records.	N/A	Ongoing implementation of existing program	Ongoing implementation of existing program.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 5.5 Address needs of Extremely Low-Income Households. To address the housing needs of extremely low-income households, the Town will identify and meet with nonprofit builders who specialize in building housing for extremely low-income households.	N/A	By July 2013, Town will meet with interested non-profit developers. By December 2013, the Town will prepare a list of potential incentives and resources.	No activity
Program 6.1 Greenbuilding Regulations for Residential Uses. Colma Planning Department will study the appropriateness and effectiveness of adopting green building and green landscaping ordinances, as part of a Town effort to address global climate change and energy conservation.	N/A	Study the appropriateness, effectiveness and feasibility of adopting greenbuilding and green landscaping ordinances, anticipated to be completed by July 2013	The Town will consider adopting green building regulations later this year.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 6.2 Encourage use of cool roofing systems and other energy conservation measures to reduce a building's energy usage. The Town will provide information to the public on programs to assist in the provision of energy efficiency measures during new construction or as a residential retrofit.	N/A	Ongoing.	Ongoing.
Program 7.1 "Rebuilding Together Peninsula" Participation. The Town will continue participation in *Rebuilding Together Peninsula* as opportunities arise.	0 new construction units 2 rehabilitated units 0 preserved units	Ongoing participation in existing program	No residences were improved in Colma as part of this program in 2012. Two residences in Colma are currently being considered for improvement.

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 7.2 Minor Housing Repair Grant Program. The Minor Housing Repair Grant Program was run by the Town until December 2003. The funding program provided grants for repair of minor items such as unsafe walkways and porches, installation of insulation and dual-pane windows and energy-efficient appliances. The grants could also have been used for major repairs such as new roofs or foundation work, and for upgrades and retrofits pertaining to disable access.	0 newly constructed units 10 rehabilitated units 0 preserved units	Study to be conducted by December 2013	Study to be conducted by December 2013
Program 7.3 Neighborhood Improvement (Code Enforcement). Continue neighborhood improvement efforts through an active code enforcement program and provide staff as needed to improve residential areas. Consider revision of the Municipal Code section to allow administrative citation authority and to levy fees, civil penalties and continue to use civil and criminal litigation to bring about compliance.	N/A	Completed. Ordinance adopted September 12, 2012	Completed. Ordinance adopted September 12, 2012

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 7.3 Low-interest loan program for very-low, low, and moderate income homeowners. The Town will work to establish a low-interest loan program for rehabilitation of residential properties owned by those with very-low, low, and moderate income.	0 newly constructed units 10 rehabilitated units 0 preserved units	Study to be completed December 2013	Study to be completed December 2013
Program 7.4 Underground Utilities in the Mission Road Corridor. The Town will work with PG&E to fund the undergrounding of utilities in the Mission Road corridor. It is hoped that this program will encourage private property improvement through the beautification of the neighborhood.	N/A	Portions completed but suspended due to recession. Add project to 2013-2014 CIP program.	Added to the 2013-2014 CIP

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Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
Program 7.5 Nuisance Abatement and Property Maintenance process to Improve Individual Properties and Neighborhood Pride. The Town will continue its active pursuance of compliance by property owners on laws related to property maintenance permit conditions and construction and zoning codes in order to correct conditions of visual blight and to protect property values.	N/A - As needed.	Ongoing enforcement of existing ordinance and standards.	Ongoing enforcement of existing ordinance and standards.
Program 7.6 Organize Community Clean Up Days. Town will organize community clean up days, to promote rehabilitation, renovation and home care. Program may include waste hauling programs, Town provided painting and other renovation supplies, and possibly organize volunteers.	0 newly constructed units 20 rehabilitated units 0 preserved units	Program to be organized by December 2013	Clean up day scheduled

2012 GENERAL PLAN ANNUAL PROGRESS REPORT
LAND USE ELEMENT POLICIES & IMPLEMENTATION STATUS

ATTACHMENT 2

5.02.310 LANDSCAPING, DESIGN AND COMPATIBILITY			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.311	In any proposed development the Town shall balance and use judgement in reviewing the visual effects and the potential impacts of the proposed development, facilitating the tranquil atmosphere required for the Town's memorial parks is maintained.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: Policy is being implemented on a case-by-case basis for new projects, both administrative and discretionary
5.02.312	The Town should take action to improve civic beauty including tree planting, road median landscaping, and enforcement of conditions related to private development projects.	The Town of Colma will commit financial resources for beautification projects including tree planting and road median landscaping in future budgets. Existing budget resources are committed to landscape maintenance. The City Planner currently tracks and enforces conditions related to private development projects.	The following projects have been completed that are consistent with this policy objective: 1) Junipero Serra Blvd median beatification- 2) Junipero Serra gateway sign (south end): 10/2008 3) Junipero Serra gateway sign (north end): 4) El Camino Real Gateway sign (12/2008) 5) Hillside Boulevard beautification: design in progress, City Council has authorized plans & specs. Waiting for funding.
5.02.313	Particular encouragement should be given to those new developments that incorporate passive and/or active solar energy systems for preheating water and for space heating and cooling.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	On-going: during pre-application meetings for new construction project staff encourages developments to incorporate said measures.
5.02.314	The Town should prohibit land uses generating excessive amounts of traffic or requiring large signs from locating on El Camino Real.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects, and an Environmental Review will be conducted pursuant to the California Environmental Quality Act to consider traffic impacts. The Sign Ordinance allows only small signs for businesses facing the El Camino Real.	Case-by-case assessment is done by staff. Projects are reviewed in accordance with CEQA, and traffic studies may be part of the CEQA analysis. Traffic studies are reviewed by Public Works and if it is determined that excessive traffic would be generated, staff would provide this information to Council and make appropriate recommendations. All signage applications are reviewed in accordance with this policy.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.315	The Town should encourage the private redevelopment of properties along Collins Avenue to strengthen the commercial retail core.	The City Planner will make property owners aware of the Town's desire to have properties redevelop.	Property owner's are advised of the desire for redevelopment of properties along Collins Avenue when inquires are made about land use changes and or redevelopment.
5.02.316	Culverting or covering of the remaining open sections of Colma Creek through Colma should not be permitted, except for a short segment near the junction of El Camino Real and Mission Road required for installation of a flood control diversion structure. The Town will seek to enhance the remaining open sections of Colma Creek with creekside landscaping and lighting where possible, and will seek to establish a public pathway following all open sections of Colma Creek as a condition of approval for improvement projects on properties abutting the following open sections of Colma Creek: a) Parallel to El Camino Real from near F Street to near Colma Boulevard b) El Camino Real to Serramonte Boulevard c) Collins Avenue to El Camino Real d) Parallel to Mission Road from near El Camino Real to the South San Francisco boundary.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects. Flood control projects will be constructed by the County Department of Public Works.	There have been no development projects that have provided an opportunity for staff to include a condition of approval to enhance the open creek area. There have been no capital improvement projects that have provided this opportunity.
5.02.317	No new metal clad buildings should be permitted in the Town of Colma, other than agriculturally-related.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	This policy is being implemented and Staff has not allowed new metal clad buildings.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.318	The Town should condition the approval of permits for all site and building improvement projects to require the installation of street trees along the frontage of the affected property. Spacing of trees should be in accordance with an adopted tree planting plan or, If no plan exists, trees should be installed at a minimum spacing of one tree each 25 feet parallel to the roadway.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Implemented on a case-by-case basis. No new development applications have been submitted recently.
5.02.319	In the case of properties located at gateway sites, the Town should require gateway elements to be included as part of the design of any new development where applicable.	The City Planner will recommend design alternatives and a preferred design will be adopted by the City Council. Gateways will be implemented as part of the Town's Capital Improvement Plan or alternatively, as part of the permitting for private site development.	implemented on a case-by-case basis. Will be implemented when projects or development applications are submitted or will be recommended during pre-application review.
5.02.3110	It is intended that new buildings in design review districts, with the exception of established shopping centers, should incorporate a Spanish/Mediterranean architectural theme. Exceptions should be considered if this approach would clash with existing improvements having recognized historical or architectural merit.	Design requirements consistent with this policy have been added to the Design Review section of the Zoning Ordinance. The City Planner will make recommendations consistent with this policy to the City Council for new development projects, or at an administrative level if the project does not require City Council review.	Ongoing: staff reviews administrative as well as discretionary projects for consistency with the design review criteria set forth in this policy. The Spanish/Mediterranean design theme has most recently been incorporated into the new Lexus dealership and the 990 Serramonte project.
5.02.320 RESIDENTIAL			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.320	The Town should allow only the construction of single family detached housing units as infill in the Sterling Park neighborhood.	In 1998, the City Council adopted a new Neighborhood Residential (R-S) Zoning for the Sterling Park Sub-area. This ordinance clearly defines density and design guidelines to maintain the single family detached character of the neighborhood.	Ongoing: Two new single family dwellings were constructed in the Sterling Park neighborhood in 2007. No new residences have been constructed since this time.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.321	Residential developments having ten or more units should be required to provide park and recreation facilities or contribute to the improvement of community-wide facilities.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	Park Land Dedication ordinance was adopted by the City Council as part of the Municipal Code in March 2006. There have been no projects since the adoption that have required park in-lieu fees.
5.02.322	The Town should restrict to 50 the maximum annual number of new residential units that become available for rent or purchase and should monitor population growth so that the total population is only approximately 1500 by the year 2005.	Regulation of population growth is necessary so that City Services are not overburdened and can be expanded in an orderly manner.	The RHNA set forth by ABAG in the 2007-2014 planning period was 65 units, which averages out to approximately 9 units per year, consistent with this policy.
5.02.323 ✓	The existing commercial use on Hoffman Street should be phased out and replaced with a residential use.	The City Planner will make recommendations consistent with this policy to the Town Council. The City Planner will work with the property owner to design a Planned Development that is compatible with the surrounding residential development.	Completed: The construction staging yard on Hoffman was replaced with an 18-unit townhouse development approved by City Council in July 2000 and construction was completed in April of 2003.
5.02.330 COMMERCIAL			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.331	Shopping facilities, auto dealerships, and other general commercial land uses should be located in the commercial core area centered on Serramonte Boulevard and extending northward along Junipero Serra Boulevard to the 280 Metro Center.	The existing commercial zoning pattern, lot sizes and existing development follow this policy. Developments of this type in other commercial areas are not appropriate due to lot size constraints.	Ongoing: all new shopping facilities, auto dealerships, and other general commercial land uses are located in the commercial core

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.332 ✓	The City Council should encourage expansion of the Auto Sales District onto vacant and redevelopable properties located at the westerly end of Collins Avenue. All development in the Collins Avenue Corridor should be required to follow specific development guidelines set forth in the General Plan. Heavier service commercial uses such as auto body shops, roofing companies, light manufacturing and similar uses should be located in the Mission Road District. ✓ Special site specific policy. See Exhibit LU-2 for locations.	The City Planner has and will continue to make recommendations for the implementation of the Collins Avenue Corridor development guidelines in the General Plan at a staff level or in proposals presented to the City Council.	Ongoing: this policy is implemented as redevelopment arises and changes in land use are proposed.
5.02.333	As properties on Collins Avenue are redeveloped, new uses which reinforce the Auto Sales District should be encouraged.	The City Planner has and will continue to make recommendations for the implementation of the Collins Avenue Corridor development guidelines in the General Plan at a staff level or in proposals presented to the City Council.	Ongoing: this policy is implemented as redevelopment arises and changes in land use are proposed.
5.02.334	Commercial land uses requiring frequent truck deliveries should not be located adjacent to residential or cemetery land uses without a sufficient buffer incorporated into their site plans.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects. Colma's primary residential area is physically removed from the commercial areas of Town.	Case-by-case, each proposal for a new commercial land use is reviewed by staff for compliance with this policy.
5.02.335 ✓	Mixed commercial and residential uses should be encouraged in the southerly portion of the Mission Road District and in the commercial frontage along Mission Street in the Sterling Park Planning Area. ✓ Special site specific policy. See on Exhibit LU-2 for locations	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects. Planned Development zoning should be encouraged.	Staff supports this proposal by recommending the development of mixed-use projects in the noted areas, particularly during inquiry calls from realtors or developers. Two mixed-use development applications were submitted and in process, but were withdrawn due to economic circumstances in 2007/2008.

5.02.340 EXECUTIVE/ADMINISTRATIVE			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.341	Development proposals for parcels located on El Camino Real between F Street and Mission Road should be consistent with the Cemetery (G) or Executive/Administrative (E) land use categories. Zoning changes on El Camino Real from the Commercial (C) or Cemetery (G) category should only be made to the Executive/Administrative (E) category.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects or rezoning requests.	Case-by-case implementation; there have been no zoning changes proposed in this area.
5.02.342	The Town should encourage medical service offices and professional business offices to locate their facilities in the Executive/Administrative land use area along El Camino Real.	The Executive/ Administrative land use designation along El Camino Real permits and encourages these uses. Other zoning designations do not encourage these uses.	Staff recommends medical and professional offices to locate in the Executive/Administrative zoning areas of Town. One application was recently submitted to develop an office building.
5.07.350 CIRCULATION AND TRANSIT			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.351	The Town should cooperate with SamTrans and BART to facilitate the extension of BART service through Colma in a manner that does not detract from Colma's greenbelt theme. All tailtrack and line extensions shall be located underground following the abandoned S.P. Railroad right-of-way through Colma. Replacement landscaping including the use of tree species that will attain significant height and mass should be required.	The Town of Colma was involved in the BART Environmental Impact Report review process and in the review of specific development plans. Verbal and written comments were submitted back to BART consistent with this policy. The Town will continue to review detailed development plans and to monitor construction operations.	The BART expansion through Town is completed. This policy was successfully implemented as BART trains are screened and only visible in limited locations. Landscaping has been successfully planted to screen appropriately.
5.02.352	Sufficient off-street parking should be required for all new construction, in amounts varying with the type of use.	The Zoning Code specifies the amount of off-street parking required for all new construction.	Off-street parking requirements are based on the land use proposed on-site and are enforced accordingly for new construction and additions.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.353	The City Council should condition the approval of permits for all site and building improvement projects to require the installation of a public sidewalk, if one does not already exist, within the public right-of-way fronting the affected property.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Case-by-case implementation; on projects where sidewalks do not already existing, the City Planner will recommend installation of a sidewalk within the public right-of-way.
5.02.354 ✓	The Town should abandon "paper streets" in the Cypress Hills district that do not provide access to in-holding lots, or are redundant with other paper streets. Paper streets which provide direct access to in-holding lots should be maintained as public easements. ✓ Special site specific policy. See Exhibit LU-2 for locations.	The City Planner will make recommendations consistent with this policy to the City Council. If a paper street is made redundant by an in-holding lot being acquired by an adjoining landowner, the City Planner will recommend to the City Council that the street be abandoned.	When applications arise that include paper streets, the City Planner recommends approval of the "vacation" of paper streets.
5.02.355 ✓	Access to parcels fronting El Camino Real south of Mission Road should be restricted to right-turn in/right-turn out only. Access to parcels with frontage on both El Camino Real and Mission Road should be restricted to Mission Road. ✓ Special site specific policy. See Exhibit LU-2 for locations.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Case-by-case, when developments these specific locations arise, the City Planner will condition the project so that access is limited to right turns in and out only. There have been no projects that this policy would apply to in the recent past.
5.02.360 UTILITIES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.361	The Town should require all new construction projects to place power, telephone and cable TV lines underground. Utility boxes and transformers should also be undergrounded if possible. If there is no reasonable alternative than above ground placement then these facilities should be screened by fencing and/or landscaping.	The Town of Colma Municipal Code includes a section on utility undergrounding consistent with this policy.	The new development projects recently approved (and constructed) have been required to underground all utilities and are consistent with this policy.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.362	The Town should require all new construction projects to hook up to public water and sewer systems.	The City Planner will make recommendations consistent with this policy.	All new development projects approved (and constructed) in the recent past have been required to hook up to public water and sewer systems.
5.02.370 PUBLIC SERVICES AND FACILITIES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.371	The Town should acquire additional vacant or underutilized land for civic purposes such as community recreation facilities, playing fields, a library, a public safety facility, and a corporation yard.	The Town continues to investigate opportunities for acquiring additional sites for civic purposes. The City Council will be asked to rate acquisition priorities. Dedicated cemetery land will be protected.	On hold; at this time, given the economic conditions, the Town is currently not investigating site acquisitions for civic purposes.
5.02.372	The Town should insure that the community is served by a self-sufficient fire protection system which may include support for the existing District, establishment of a joint powers agreement, acquisition of the existing District and facilities or development of a new free-standing fire station.	Continue to work with the Fire District to assure that service can be provided.	The Town is currently served by the Colma Fire Protection District. The preliminary facility study has not triggered a need for additional studies, and the fire protection service to the Town will remain the status-quo at this time.
5.02.373	If the police department maintains its facility at Town Hall, the City Council should consider ways to expand office space and facilities on-site or at a new, off-site location. An off-site location should be sought for a Town corporation yard.	A preliminary space needs assessment has been conducted which indicates that there is an urgent need to expand the Police Department facility to meet current and near-term growth. Maintaining the facility at Town Hall would retain the central location that the current facility enjoys.	Completed- A new Colma Police Station was constructed at 1199 El Camino Real in Colma and began operation in late 2005.
5.02.374	In the case that a private school is proposed to be constructed in Colma, it is appropriate to find a site located near established residential areas and public transit routes. If a church is proposed to be built in Colma, a site should first be sought within a cemetery/agriculture land use area; second, in an executive/administrative land use area; third, in a commercial area.	The City Planner will advise prospective applicants accordingly and make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: The City Planner will advise inquiring parties about the recommend locations for new private schools or churches on a case by case basis.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.02.375	Child care facilities should be encouraged in both residential and non-residential areas in ways that are compatible with existing uses, in order to promote availability and accessibility of services. Facilities will be encouraged to register with the Child Care Coordinating Council of San Mateo County.	The City Planner will advise prospective applicants accordingly and make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: The City Planner will provide information about recommended locations for child care facilities to inquiring parties on a case by case basis.

GENERAL PLAN ANNUAL PROGRESS REPORT
CIRCULATION ELEMENT POLICIES & IMPLEMENTATION STATUS

5.03.710 CIRCULATION SYSTEM			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.711	Commercial and industrial truck traffic, except for trucks serving local business, should be limited to highways or arterial streets for movement through the Town.	The City Engineer will stipulate appropriate haul routes consistent with this policy.	Ongoing: Planning staff continues to require that the City Engineer approval all haul routes for projects as mitigation measures and/or conditions of approval
5.03.712	Improvements to Collins Avenue consistent with the Plan Line for Collins Avenue should continue to be implemented as a condition of approval of new development projects.	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	Policy is implemented on a case by case basis. There has been no major development on Collins Avenue in the recent past that has triggered implementation of this policy.
5.03.713	On-street parking should typically be prohibited except on local streets. On-street parking, where necessary to support commercial businesses, should be oriented primarily to short-term use for the convenience of patrons.	Areas with prohibited or restricted on-street parking are designated with painted curbs and/or signs. The Public Works Department will maintain these designations. The City Engineer will recommend changes when applicable.	All required parking is off-street only, as per the zoning ordinance. On-street parking is not counted toward meeting on-site parking requirements. The Public Works Department continues to monitor on-street parking regulations, and changed standards along Hillside Boulevard to limit parking between 6-8 am on the west side of Hillside Boulevard from the intersection of Serramonte Boulevard every Tuesday and on the east side of Hillside Boulevard from the intersection of Serramonte Boulevard to Sand Hill Road, between the hours of 6:00 and 8:00 AM every Wednesday. Parking regulations along Mission Road were updated in 2012.
5.03.714	Olivet Parkway should be retained as a public road unless findings can be made that alternate routes are available to carry existing and anticipated future traffic	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	No new development projects have been proposed adjacent to Olivet Parkway.
5.03.715	The Town should work with San Mateo County and the City of South San Francisco to achieve early implementation of the Hickey Boulevard extension between Mission Road and Hillside Boulevard. Colma should facilitate the EIR process and work with Holy Cross Cemetery to devise a mitigation strategy for impacts that may be identified. Construction of additional public roads between El Camino Real and Hillside Boulevard should be discouraged unless a significant public purpose is demonstrated.	The City Planner will cooperate with San Mateo County and the City of South San Francisco to facilitate the EIR. The City Planner will suggest mitigation strategies to Holy Cross Cemetery and make recommendations accordingly. The City Planner will review proposals for additional public roads between El Camino Real and Hillside Boulevard and make recommendations to the City Council.	Completed: The implementation of the Hickey Blvd. extension between Mission Road and Hillside, is Lawndale Boulevard, which was constructed in 2003. There were no major impacts on Holy Cross cemetery. There have been no other proposals for additional public roads between El Camino Real and Hillside Boulevard.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.716	A loop road allowing access for emergency vehicles should be included in any future development of the Cypress Hills area. The road should connect the Serramonte Boulevard extension through Cypress Hills to the current golf course access road.	The City Planner will make recommendations consistent with this policy to developers during the design review process. If the property is developed for open space use the road may be private and restricted as to general public access. The road may be installed in increments as land adjoining the right-of-way is improved.	No action: This policy is implemented as projects for this area are submitted. There have been no recent projects that have allowed for the installation of the loop road. However, it is anticipated that Cypress Lawn will be expanding behind the Serbian cemetery and will provide access to the new property line to facilitate a future connection.
5.03.717	Wherever possible, the Town should abandon paper streets that do not provide access to in-holding lots, are not needed for utility purposes, or are redundant with other paper streets.	The City Planner and City Engineer will identify streets that meet the policy's criteria and make recommendations for abandonment to the City Council.	Ongoing: As projects are submitted for lot mergers and/or lot line adjustments on the east side of Hillside Boulevard, both the City Planner and City Engineer recommended the abandonment of paper streets.
5.03.720 TRAFFIC AND PEDESTRIAN SAFETY			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.721	Public and private off-street parking should be developed in all of Colma's commercial areas to minimize traffic congestion. Private off-street parking should be developed in conjunction with residential development projects.	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	On going: Implemented on a case-by-case basis. For all new developments, the City Planner enforces the on-site parking requirements.
5.03.722	Pedestrian sidewalks or walkways should be constructed typically along both sides of all streets. These should be done as a requirement of private development, where possible.	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	Ongoing: Implemented on a case-by-case basis.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.723	Sidewalks should be constructed where they do not presently exist: • the west side of El Camino Real north of Olivet Parkway and south of Collins Avenue* • the west side of Junipero Serra Boulevard between Serramonte Boulevard and Southgate Avenue* • the east side of Junipero Serra Boulevard from Colma Boulevard to the Town limits • both sides of Hillside Boulevard • the north side of Serramonte Boulevard from El Camino Real to Hillside Boulevard	* These projects are included in the Town's 1998/99 – 2002/03 Capital Improvement Program.	Completed: • the west side of El Camino Real north of Olivet Parkway and south of Collins Avenue* • the east side of Junipero Serra Boulevard from Colma Boulevard to the Town limits • both sides of Hillside Boulevard A sidewalk is proposed on Hillside Boulevard on the westerly side as part of the Capital Improvement Plan in 2011. Future improvements to still be considered are: • the north side of Serramonte Boulevard from El Camino Real to Hillside Boulevard; • the west side of Junipero Serra Boulevard between Serramonte Boulevard and Southgate Avenue.
5.03.724	All loading and unloading of trucks associated with commercial uses should take place out of the road right-of-way in order to avoid potential conflicts with through traffic.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis. If projects do not require City Council review, the City Planner will review lading and unloading process for commercial uses during permit review process and make appropriate recommendations consistent with this policy.
5.03.725	Facilities for disabled persons should be constructed in Colma including specified parking spaces, curb ramps at street crossings, sidewalk clearance around obstacles and sidewalk transitions at driveway crossings.	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis. Facilities for disabled person are included all Capital Improvement Programs as well as for new commercial developments.
5.03.726	Additional driveway access points to El Camino Real and to arterial and collector streets should be discouraged in order to promote traffic safety and retain landscape corridors. Where possible, access should be developed from other streets.	The City Planner will make recommendations consistent with policy to the City Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis.
5.03.727	A Plan Line should be adopted for the long term improvement of Hillside Boulevard to facilitate the ability to develop sidewalks and landscaping.	This project is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	In process: The Hillside Improvement Plan is currently in the implementation phase and has been reviewed by the City Council.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.728	The intersection of Mission Road and El Camino Real should be reconfigured to improve safety and to permit left turns from Mission Road onto El Camino Real.	This project is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	No action: There has been no change to the Mission Road and El Camino Real intersection. Options to improve this intersection will be examined should development in occur in this area.
5.03.729	The Town should strive to maintain a Level of Service D or better for all intersections. Levels of E or F should be tolerated during peak periods.	The City Engineer will regularly monitor LOS at key intersections. The City Planner will consider the traffic impacts of new development projects.	On-going: Traffic studies are required for new development projects that could impact LOS for key intersections in Colma. Currently most, if not all, key intersections are operating at an LOS D or better.
5.03.730 TOWN IMAGE			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.731	Colma recognizes six major gateways to the Town: • El Camino Real at the intersection of F Street • El Camino Real and Mission Road • Serramonte Boulevard and Collins Avenue where they intersect Junipero Serra Boulevard • Hillside Boulevard at the intersection of F Street • Hillside Boulevard at the Hickey Boulevard extension • Mission Road at the Hickey Boulevard extension The Town's gateways should be enhanced and maintained with appropriate landscaping and to strengthen Colma's identity. Gateway elements (such as a sculpture or distinctive architecture) should be included at each gateway. The gateway elements should have a consistent theme. Improvements should be included as an element of private development, where appropriate.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	The only gateway site with private development has been 990 Serramonte, at Junipero Serra. The commercial building with 4 units was completed in late 2010 and was developed with a building that compliments the Town's Spanish/Mediterranean architectural style. In addition, the landscaping installed compliments that which is installed around the Town.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.732	Street trees should be planted along Colma's street system. Trees should be selected from a plant list approved by the City Council in order to create a unifying theme. Street trees should be planted as a requirement of private development, where such developments involve the public street frontage.	The City Planner will designate preferred trees for each street and make recommendations to the City Council for new development projects.	In late 1999 and 2000, 378 new street trees were installed in the Sterling Park neighborhood. Street improvements were also part of the Verano development that was constructed in 2004 with approximately 20 street trees added on the west side of Mission Road. The City Planner implements this policy on a project by project basis when new development applications are submitted.
5.03.733	A utility undergrounding/street beautification program should be carried out for Mission Road in conjunction with the provision of additional off-street parking to improve visual appearance and traffic safety. Improvements to Mission Road should be coordinated with the Flood Control District and BART projects.	This project is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	No funding is available to carry out these improvements. Sidewalks have been installed in some limited areas.
5.03.734	A street tree planting program should be carried out for Junipero Serra Boulevard in conjunction with median landscaping and pedestrian facilities to improve the visual appearance and performance of this important arterial.	Portions of this project are included in the Town's 1998/99 - 2002/03 Capital Improvement Program. The City Planner will make further recommendations to the City Council for new development projects.	Completed: The Junipero Serra Boulevard Beautification project was undertaken from 2004-2006 and included road reconstruction, installation of a landscaped median, new lighting, addition of a dedicated bike lane and tree removal and replacement.
5.03.735	Overhead transmission lines should be placed underground in order to improve the visual quality of all roadways.	Utility undergrounding is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	Completed: Undergrounding of utilities in majority of the Town has taken place. The areas that are still awaiting undergrounding of utilities include portions of the El Camino Real, Mission Road, Junipero Serra Boulevard and Hillside Boulevard.
5.03.736	The private proposals for the landscaping at the entrances to the Old Mission Road District should be renewed once the planned County flood control projects are completed in that area.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	No development proposals have been received that would allow for the implementation of landscaping.

5.03.740 RECREATION TRAILS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.741	Bicycle lanes should be clearly marked on all designated bicycle routes.	This project is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	Will be considered in 2013-2014 CIP program.
5.03.742	The Town should seek ways to implement bikeways along Junipero Serra Boulevard, El Camino Real, and Hillside Boulevard.	This project is included in the Town's 1998/99 - 2002/03 Capital Improvement Program.	Bikeways were installed along Junipero Serra, and will be installed along Hillside Boulevard.
5.03.743	The Town should work with the San Francisco Water Company to see what landscaping and pedestrian improvements are possible on the Water Company right-of-way between Serramonte Boulevard and Collins Avenue.	Landscaping of portions of the Water Company right-of-way is included in the Town's 1998/99 - 2002/03 Capital Improvement Program. The City Planner will investigate possible pedestrian improvements and make recommendations to the City Council.	A well building is proposed in the right-of-way that will make implementation difficult.
5.03.750 SCENIC ROUTES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.751	The Town recognizes El Camino Real, Hillside Boulevard, and the Junipero Serra Freeway as scenic routes. Detailed studies and mapping of the scenic routes should be undertaken as necessary to define precise corridor boundaries. Standards for site planning within scenic corridors should be adopted.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Ongoing: The City Planner recognizes that El Camino Real, Hillside Boulevard and Junipero Serra are scenic routes. During CEQA review of new development project the impact of proposed development on these scenic corridor locations is reviewed and where impacts may occur, mitigations measures are suggested.

GENERAL PLAN ANNUAL PROGRESS REPORT
OPEN SPACE/CONSERVATION ELEMENT POLICIES & IMPLEMENTATION STATUS

5.04.310 WATER AND AIR RESOURCES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.311	The City should encourage use of water-saving plumbing fixtures in new construction.	The Building Department will review plans and specifications for new construction for water-saving plumbing fixtures.	Ongoing: During plan checks the Building Department encourages use of water saving plumbing fixtures.
5.04.312	The City should encourage but not mandate the use of drought-tolerant plants in project landscape schemes.	The City Planner will review landscape and irrigation plans for new developments to assure that landscape practices are in keeping with the Town's Water Efficient Landscape Ordinance.	Ongoing: During the entitlement phase, when the Planning Department first begins review of new projects landscape plans are part of that review and include discussion about installing drought tolerant plants and landscape plans that in compliance with Colma's Water Efficient Landscape Ordinance.
5.04.313	Surface and roof runoff from large scale projects (over 5 acres) should be channeled to detention ponds to facilitate groundwater recharge and to mitigate flooding of Colma Creek.	The City Planner and City Engineer will recommend project specific conditions of approval requiring detention ponds on large scale projects.	Ongoing: Project of this size are not common in Colma, however when applicable the City Planner and City Engineer require runoff to be channeled to detention ponds.
5.04.314	Colma should make timely improvements to facilitate the flow of vehicular traffic along major thoroughfares to protect air quality and minimize concentrations of carbon monoxide.	The City Engineer will maintain an active Capital Improvement Project (CIP) list to improve the flow of vehicular traffic along major thoroughfares to protect air quality and minimize concentrations of carbon monoxide.	Due to the recession, the CIP list was suspended. The City Council reinstated the CIP process for the 2012-2013 budget year. The CIP list will be revised for the 2013-2014 fiscal year.
5.04.315	The Town should support the use of public/mass transit by encouraging pedestrian-friendly street design and mixed-use development near transit hubs.	The City Planner will review project plans and make recommendations consistent with this policy.	Ongoing: This policy is implemented on a case-by-case basis. New developments are required to install bike rack and other measures to encourage use of mass transit and alternative forms of transportation.
5.04.316	The Town should minimize the water supply and beneficial use impacts of new development and construction activities to the maximum extent possible.	The plan review and permitting process in the Town should be used to incorporate stormwater quality control, Best Management Practices and minimize increases of impervious cover.	Ongoing: New applications are reviewed to ensure that BMPS are incorporated and that impervious surface is not dramatically increased. New Low Impact Development (LID) standards shall be applied to new developments to encourage the percolation of water back into the site.

5.04.320 COLMA CREEK			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.321	Remaining open areas of Colma Creek shall be protected and enhanced for riparian habitat and aesthetic value. This includes the creek bed and a setback on each side extending back 15 feet from the top bank. Particular emphasis shall be given to creek crossings at Serramonte Boulevard, Collins Avenue and El Camino Real.	The City Planner will review project plans and make recommendations consistent with this policy. In addition, the Town may also look for ways to improve creek habitat independent of a private development application.	The creekside setback of 15 feet is implemented; impacts on the open creek channel are reviewed for proposed project adjacent to the creek. There have been no additional studies by the Town to improve creek habitat at this time.
5.04.322	Open sections of Colma Creek shall be enhanced where appropriate by adding landscaping, pathways and sitting areas along the banks.	The City Planner will review project plans and make recommendations consistent with this policy. In addition, the Town may also look for ways to improve creek aesthetics and use independent of a private development application.	Seating and outdoor recreation space was added behind the senior housing complex and Town Hall.
5.04.330 VEGETATION AND PROJECT LANDSCAPING			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.331	Significant tree masses and other vegetative cover, as indicated on the Open Space Map (Exhibit OS-1), shall be recognized as natural resources and will be managed and preserved. Tree removal, if necessary, shall follow the guidelines of the Tree Ordinance. Any vegetation removed as part of a development process shall be subject to a landscaping replacement. As a general rule, a one-for-one replacement will be required.	The City Planner shall review requests to remove existing trees under the Tree Ordinance. Applications will be denied or approved based on circumstances, tree condition, or merit with appropriate replacement landscaping.	Ongoing: All tree removal permits are reviewed by the City Planner, and in most cases, an arborist report is required prior to approval to assess tree conditions before approving removals.
5.04.332	The Town shall encourage use of the representative plant list and landscape criteria set forth in Tables OS-2 and OS-3.	The City Planner shall make the list available to property owner and/or applicants who wish to improve or install landscaping. Additional plant choices will be considered based on appropriate use and climate/soil considerations.	Ongoing: The Planning Department has developed a list of tree and plant species that grow well in Colma and has this information available to residents and developers.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.333	Street trees should be planted along Colma's street system. Trees should be selected from a plant list approved by the City council in order to create a unifying theme. Trees should be planted as a requirement of private development with spacing 20-30 feet apart.	The City Planner will make specific street tree recommendations during the design review process.	Replacement trees are required at a 1:1 ratio as a condition of approval when tree removal permits are issued. In addition, when there has been development within the Town's right-of-way, Planning staff has required tree planting consistent with sidewalk development patterns within Colma.
5.04.334	The Town should encourage property owners to eliminate invasive plants wherever they occur.	Town staff will request property owners to removed invasive plants. The Planning Department can provide information on eradication methods.	Ongoing: During code enforcement for weed abatement staff encourages the removal of invasive plants.
5.04.340 FLOODING			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.341	On-site storm water detention shall be constructed for new developments (over ½ acre) which contribute runoff to Colma Creek to store the difference in runoff between the 10-year predevelopment storm (original natural state) and the 100-year post development storm, with stormwater released at the 10-year predevelopment rate. Property owners should be required to enter into agreements for maintenance.	Recommended conditions of approval will be made consistent with this policy. This policy will be implemented by the Building and Engineering Departments at the time of building permit review.	Ongoing: This policy is implemented by the Building and Engineering Departments at the time of building permit review.
5.04.350 MEMORIAL PARKS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.351	The City shall encourage the preservation, care and maintenance of memorial parks and cemeteries.	The City Council, City Manager and City Planner will continue to monitor and work with cemetery operators to implement this policy.	Ongoing

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.352	Uncommitted cemetery lands will be encouraged to be used for agricultural purposes. Industrial uses shall be prohibited. Conversion of uncommitted cemetery lands to commercial or residential uses shall be discouraged unless there is a demonstrated public need for such change.	The City Planner shall make recommendations on development applications consistent with this policy, the adopted zoning, and General Plan.	Ongoing: Uncommitted cemetery land is currently used for agricultural purposes.
5.04.353	The Pauper's Field known as the Sunset Cemetery should be designated on the Open Space Map and protected against damage or misuse. The Town should not approve any permits for grading or development that could adversely affect the site. Any development within 250 feet of the north edge of the pauper's field should be required to document an archeological survey to determine if burials related to the Pauper's Field exist.	The City Planner and Police Department will monitor activity to protect against misuse. The City Planner will make recommendations on development applications consistent with this policy.	The Pauper's Field remains and development on and around this area is restricted.
5.04.360 TOWN IDENTITY			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.361	The Town shall maintain a visual and physical distinction from its surrounding cities.	The City Planner will make recommendations on development applications, signage applications, public improvements, applications for exterior building modifications and landscape plans consistent with adopted General Plan and zoning provisions. A strong Spanish-Mediterranean architectural theme, emphasis on flowering plants and gateway elements will strengthen this distinction.	All new development and remodels are subject to design review where the Spanish-Mediterranean architectural theme is encouraged.
5.04.362	A Spanish-Mediterranean architectural theme shall be utilized for new buildings and major remodeling projects unless an established architectural theme of merit exists.	The City Planner shall only approve or make a recommendation to approve plans that are constant with this policy.	All new development and remodels are subject to design review where the Spanish-Mediterranean architectural theme is encouraged.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.363	El Camino Real shall be maintained as a greenbelt with wide, landscaped setbacks. The Town shall introduce a street tree program to enhance the greenbelt theme.	The City Planner and City Engineer shall develop a street tree program after approval of a plan and funding by the Town Council.	The Planning Department continues to promote El Camino Real as a wide greenbelt with landscaped setbacks; however a street tree program has not been pursued or funded at this time.
5.04.364	The Town shall promote the image of Colma as a flower town by encouraging the continuation of flower growing in agricultural areas, by requiring the use of flowering trees, shrubs and groundcover in project landscaping and by installing seasonal flowers on publicly-owned properties.	The City Planner shall make recommendations or implement this policy for new developments, landscape changes or public improvements.	Ongoing: Flowering shrubs and plants are encouraged as part of new development projects as well as Capital Improvement Projects.
5.04.365	The Town shall promote the design and installation of special landscape features at principal entrances to Town.	The City Planner will make recommendations to implement this policy.	This policy has been partially implemented at some of the gateway locations into Town with the installation of a Town sign along with palm trees planted adjacent to the sign.
5.04.366	The Town shall promote a civic art program.	The City Planner will make recommendations to implement this policy for larger development projects and public projects and spaces.	A Public Art ordinance was drafted and brought before City Council for consideration in 2007, but it was decided that this policy was not a priority for the Town to pursue at that time.
5.04.367	A consistent street beautification strategy should be incorporated into future roadway improvements to establish a unique and identifiable aesthetic throughout the Town.	The City Planner and City Engineer will develop a street design program for approval and funding by the Town Council.	Ongoing: Street improvement plans are considered for implementation of a standard street design to establish a uniform look throughout the Town. Currently this design is under consideration for possible improvements to Hillside Boulevard.

5.04.370 CYPRESS HILLS PROPERTY			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.371	Future use of the Cypress Hills property other than for park, cemetery or golf course use shall be considered only in conjunction with an overall Master Plan.	City Planner will advise prospective developers of this requirement and make recommendations consistent with this policy.	The Cypress Hills property is currently transitioning to cemetery land use with purchases by Cypress Lawn. Since no other land uses are contemplated, a Master Plan is not required at this time.
5.04.372	The Town should require reclamation of the Hillside Landfill. Reclamation shall include the expansion of the Cypress Hills Gold Course within the Town boundaries, development a passive use area within the County area of the jurisdiction and development of a trailhead parking area within the Town to provide access to San Bruno Mountain Park from Hillside Boulevard.	The City Planner will work with operator and other agencies to implement this policy, with Town Council approval of the final reclamation plan.	Ongoing discussions by the City and land owner.
5.04.373	The Town should not approve any new landfill operations in Colma.	The City Planner will make recommendations consistent with this policy to the Town Council.	No new landfill operations have been proposed.
5.04.380 THREATENED AND ENDANGERED SPECIES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.381	New developments on properties having open creeks and ponds shall be subject to an investigation of the presence of the threatened Red-legged frog and the endangered San Francisco garter snake.	The City Planner, through the Environmental Review, will ensure that this policy is met.	Ongoing: Staff monitors proposed developments and will require biological studies for projects near sensitive habitats.
5.04.382	Tree removal requests shall be subject to an investigation of the presence of active raptor nests.	The City Planner, through the Environmental Review, will ensure that this policy is met.	Ongoing: Conditions of approval requiring nesting studies under the Migratory Bird Act are included on approvals for tree removals.

5.04.390 PUBLIC PARKS AND RECREATION			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.04.391	The City shall endeavor to increase public park and recreation opportunities in Colma, such as an expansion of the Sterling Park Community Center, a community garden at the Senior Housing Complex, a historical park, and a community playfield.	The City Planner, City Manager and City Council will continue to look for opportunities to implement this policy.	There have been no increases to public park spaces recently.
5.04.392	To promote the creation of a trail and pathway network, the City Council should condition the approval of permits for all site and building improvement projects, where such projects involve the public street frontage, to require the installation of a public sidewalk ,if one does not already existing, within the public right-of-way fronting the affected property. Sidewalks should be a minimum 5 feet wide (4'6" walkway and 6" curb).	The City Planner and City Engineer will make recommendations consistent with this policy to the City Council.	Ongoing: where the opportunities arise, staff will require sidewalk installation where non existing.
5.04.393	The Town should work with the San Francisco Water Company to see what landscaping and pedestrian improvements are possible on the Water company right-of-way between Serramonte Boulevard and Collins Avenue.	Landscaping for portions of the easement is included in the Town's 1998/99-2002/03 Capital Improvement Program. The City Planner will make recommendations consistent with this policy to the City Council.	Ongoing discussions with SFPUC regarding their right-of-way

GENERAL PLAN ANNUAL PROGRESS REPORT
NOISE ELEMENT POLICIES & IMPLEMENTATION STATUS

5.06.310 NOISE ELEMENT POLICIES			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.06.311	The Town should review proposed development with regard to potential noise generation impacts, to ensure that the tranquil atmosphere for the Town's memorial parks is maintained.	The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: All development projects that are subject to CEQA review are analyzed for potential noise impacts, both construction related and operational. Mitigation measures, including limits on construction hours, are imposed where needed.
5.06.312	Land use decisions should include consideration of the noise compatibility chart and acoustic reports required for all development in locations where noise levels exceed the "normal acceptable" range for specified land use types. Mitigation measures should be required if recommended in the acoustic report.	Acoustic reports will be required for applicable new projects, consistent with this policy. The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: Noise studies (acoustic reports) are required where it is anticipated that noise levels may exceed "normal acceptable" levels, and mitigation measures are imposed as needed to reduce noise levels to "normal acceptable" range.
5.06.313	A detailed acoustic report should be required in all cases where hotels, motels and multiple-family dwellings are proposed in areas exposed to exterior noise levels 60 Ldn or greater. Mitigation measures should be required if recommended in the report.	Acoustic reports will be required for applicable new projects, consistent with this policy. The City Planner will make recommendations consistent with this policy to the Town Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis where hotels, motels and multiple-family dwellings are proposed in areas exposed to exterior noise levels 60 Ldn or greater.
5.06.314	All BART tail tracks and line extensions through Colma shall be located underground along the former Southern Pacific Railroad right-of-way so that environmental noise impacts is minimized.	The design for the BART line through Colma is consistent with this policy. Any future additions or modifications to the BART line through Colma must be consistent with this policy.	This policy has been implemented and there have been no other additions or modifications to the BART line through Colma.
5.06.315	An ordinance should be adopted limiting days and hours of construction to provide quiet time.	The City Planner will work with the City Engineer to prepare an ordinance for City Council consideration.	Completed: Colma Municipal Code Section 5.04.110-5.04.140 was revised in March 2010 to include limits on construction hours: weekdays 7 a.m. to 8 p.m. and weekends 10 a.m. to 6 p.m.

GENERAL PLAN ANNUAL PROGRESS REPORT
SAFETY ELEMENT POLICIES & IMPLEMENTATION STATUS

5.07.410 SEISMIC AND GEOLOGIC			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.411	The Town should continue to investigate the potential for seismic and geologic hazards as part of the development review process and maintain this information for the public record. Safety Element maps should be updated as appropriate.	The City Planner will review incoming geologic reports associated with new development and update base information and maps.	Ongoing: Each project that includes a seismic and geologic hazards investigation as part of the development review process is kept on file and City maps will be updated as new information is received.
5.07.412	The Town should require geotechnical, soils and foundation reports for proposed projects which warrant them according to the Safety Element and its geologic and Hazard Maps, the County's Seismic and Safety Element; and the Town's Building Official and Building Codes.	Soils and geotechnical reports will be required as part of the submittal for new development projects. The City Engineer and Building Official will review necessary reports as part of the building permit process.	Ongoing: This policy is implemented on a case-by-case basis; for new construction projects and additions, geotechnical, soils and foundation reports are required and analyzed in the CEQA document as well as by the City Engineer during the permitting process.
5.07.413	Colma should prohibit development in seismic or geologically hazardous zones, including any land alteration, grading for roads and structural development.	Based on applicable Geologic and Engineering reports, this policy will be carried out by the City Engineer and City Planner.	Ongoing: This policy is implemented on a case-by-case basis.
5.07.414	All critical care facilities and services should be designed to remain functional following the maximum credible earthquake. Placement of critical facilities and high-occupancy structures in areas prone to violent ground shaking or ground failures should be avoided	The City Engineer and Building Official will review Geologic reports, Engineering studies and plans for these types of structures.	Ongoing: This policy is implemented on a case-by-case basis.
5.07.415	The Town should request that owners of all buildings identified as unsafe have their buildings inspected by a licensed engineer or architect, and take the necessary steps to make them safe.	This policy will be implemented by the Building Department.	Ongoing: This policy is implemented on a case-by-case basis. To date, no unsafe buildings have been identified.
5.07.416	Colma should work with San Mateo County, California Water Service Company and the San Francisco Water District to ensure that all water tanks and main water pipelines are capable of withstanding high seismic stress.	The City Planner and City Engineer will make inquiries about these items.	Ongoing: Discussions are held with utility providers. SFPUC has recently reviewed water distribution lines and will be replacing one line in the near future.

5.07.420 FLOODING			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.421	Drainage facilities should be maintained to accommodate the flow capacity of Colma Creek through Colma to accommodate the storm water runoff from a 100-year storm.	The Town will continue to participate in the review of flood improvement projects, carried out by San Mateo County, to reduce flood hazards throughout the town.	The Colma Creek by-pass pipe was installed on El Camino Real, and has been constructed to accommodate a 100-year storm event.
5.07.422	The Town should continue to require the habitable portions of new structures to have a first-floor elevation that is elevated to or above the projected 100-year water surface, and to be adequately protected from flooding, as defined in the Municipal Code (Section 5.05.335).	This policy will be implemented as a standard condition of Planning Permits and during review of construction plans by the City Engineer and Building Official.	Ongoing: This policy is implemented on a case-by-case basis.
5.07.423	On-site storm water detention facilities should be constructed for new developments (over ½ acre) which contribute runoff to Colma Creek to store the difference in runoff between the 10-year predevelopment storm (original natural state) and the 100-year post development storm, with stormwater released at the 10-year predevelopment rate. Property owners should be required to enter into agreements for maintenance.	This policy will be implemented as a standard condition of Planning Permits and during review of construction plans by the City Engineer and Building Official.	Ongoing: This policy is implemented on a case-by-case basis. New developments in Town have been required to comply with this policy and maintenance agreements have been implemented.
5.07.430 FIRE SAFETY			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.431	The Town should support the Fire Protection District as they strive to improve the District's ISO rating.	The City Council and City Manager will continue to monitor and work with the Fire Protection District to implement this policy.	Ongoing.
5.07.432	Colma should ensure that all buildings have visible street numbers and are accessible to fire vehicles and equipment. A minimum 20 foot wide fire lane should be provided to all commercial and large scale residential facilities.	The Fire Protection District will review and condition approval of new development plans to meet these standards and will encourage businesses, at the time of fire inspections, to meet these and other fire safety standards.	Ongoing: This policy is implemented on a case-by-case basis. All new development projects and remodels are routed to the Colma Fire District for comment. Fire lanes are inspected on site by the Fire Marshall
5.07.433	Colma should assist the Fire Protection District in efforts to continue to maintain an average response time of two to four minutes to all locations in Colma.	The City Council and City Manager will continue to monitor and work with the Fire Protection District to implement this policy.	Policy is currently being met with in town response times within two to four minutes.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.434	The Town should continue to have the Colma Fire Protection District review development plans for conformity with the Uniform Fire Code and Title 24 of the California Building Code.	The Fire Protection District or its designee will continue to review development plans.	Ongoing: All applications for development are routed to the Fire Protection District for review comments for conformity wit the UFC, Title 24 and the CBC.
5.07.435	The Town should support the Fire Protection District's continued programs of fire prevention and public education about fire safety.	The City Council and City Manager will continue to monitor and work with the Fire Protection District to continue this program.	Ongoing
5.07.436	Encourage the Fire Protection District to continue its participation in mutual aid agreements with Pacifica, Daly City, San Bruno, South San Francisco, Brisbane and the San Mateo County Fire Chiefs Association County Wide Plan.	The Fire Protection District will continue to implement ways to improve local service to Colma and neighboring communities.	Ongoing
5.07.437	The Town should insure that the community is served by a self-sufficient fire protection system which may include support for the existing District, establishment of a joint powers agreement, acquisition of the existing District and facilities or development of a new free-standing fire station.	The City Council and Fire Protection District will continue to monitor and evaluate future service for the Town.	Ongoing. No significant new developments have occurred over the past few years.
5.07.438	Colma should consider acquisition of a site for a new public safety facility.	The Town continues to investigate opportunities for acquiring sites for civic purposes.	Due to the recession, there have not been any recent discussions about acquiring sites.

5.07.440 HAZARDOUS MATERIALS

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.441	Colma should support County efforts to locate, regulate and maintain information regarding hazardous materials located or transported within the Town.	The Fire Protection District, San Mateo County Environmental Health Department, and the City Engineer will carry out this policy.	Ongoing
5.07.442	Colma should collect and maintain a list of locations in Town where hazardous materials are used.	The Fire Protection District, City Engineer, and City Planner will maintain hazardous materials lists.	Ongoing. List kept by the Fire Protection District

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.443	Measures aimed at significantly decreasing solid waste generation should be promoted. Recycled materials storage and collection areas should be required throughout the Town and in all new developments.	The City Council will continue to work with waste haulers and owners of the Hillside Landfill in Colma to reduce solid waste generation and to increase recycling. Proper waste storage will be required as a standard condition of Planning Permits.	This policy has been implemented with a new waste collection process that has been implemented for curbside recycling of materials; in addition recycling deposits are required for demolition permits issued by the Building Department and standard conditions regarding waste storage are included with entitlement approvals. The Town is also working with San Mateo County and has adopted ordinances prohibiting the use of polystyrene containers and single use plastic bags.
5.07.444	Public awareness of safe and effective hazardous waste use, storage and disposal should be promoted. The Town newsletter should be used to inform residents.	Articles or prepared materials from various sources will be distributed or included in the Town newsletter.	Ongoing
5.07.450 EMERGENCY OPERATIONS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.451	The Town should maintain the Colma Emergency Management Plan and continue to participate with San Mateo County's Mutual Aid Programs and Operational Area Emergency Services Organization as a basis for community emergency preparedness.	City staff will continue to work with the San Mateo Operational Emergency Services Organization to maintain and improve community emergency preparedness	Ongoing: Colma continues to participate in the SM County's Mutual Aid program.
5.07.452	Colma should continue to analyze significant seismic, geologic and community wide hazards as part of the environmental review process, and require that mitigation measures be made conditions of project approval.	The City Planner and other departments will monitor and recommend hazards mitigation as part of project approval.	Ongoing: Projects that required CEQA review included analysis of seismic, geologic and community wide hazards and where applicable, mitigate measures are included to reduce impacts from these hazards.
5.07.453	Emergency evacuation routes should be determined by the Police Chief and City Engineer. Evacuation routes should follow the major roadways as set forth in the Circulation Element.	The Police Department will direct any necessary evacuation routes.	Ongoing: no change
5.07.454	Colma should promote awareness of the Town's emergency operations procedure. The Town newsletter should be used to inform residents.	Articles or prepared materials from various sources will be distributed or included in the Town newsletter.	Ongoing: Colma's EOC regularly conducts drills to ensure that employees and members of public are aware of emergency operations; the Town's newsletter also contains information about how to handle and prepare for emergency situations.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.07.455	Colma should strive to improve interjurisdictional, interagency cooperation with other public and private agencies for safety in future land use planning, hazard prevention and emergency response.	City staff will communicate with their counterparts in other jurisdictions to continue to work toward protecting community safety.	Ongoing
5.07.456	Colma should work with the Colma Fire Protection District to establish an alternative Emergency Operations Center, if the Fire Protection District facility is not operational.	City staff will work toward having necessary supplies available at an alternative site when one is selected.	The main EOC (Emergency Operations Center) is the Police Station, and the alternative EOC is Colma's Town Hall. In addition, Sterling Park Community Center and the Hillside Community Center have been designated as emergency shelter locations.

GENERAL PLAN ANNUAL PROGRESS REPORT
HISTORICAL ELEMENT POLICIES & IMPLEMENTATION STATUS

5.08.210 HISTORIC RESOURCE PROTECTIONS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.08.221	Colma should encourage the rehabilitation and continued use or reuse of designated historic buildings or sites whenever planning or building permits are involved	The City Planner will make recommendations consistent with this policy to the City Council	Ongoing: This policy is implemented on a case-by-case basis. City Planner worked with developer of proposed mixed use project at Bocci site, 7778 El Camino Real, to relocate and restore historic Bocci office building across the street to make way for new project; however project was ultimately withdrawn in 2008.
5.08.212	Important historic resources should be protected through designation by the Town of Colma.	The City Planner will make recommendations consistent with this policy to the City Council.	The Town of Colma has not designated any historic resources. Potential resources are protected through the CEQA process.
5.08.213	State and/or Federal recognition of selected historic resources should be sought by applying for designation as a California Historical Landmark, or a California Point of Historical Interest, and/or inclusion in the National Register of Historic Places. Nomination to the California Register of Historical Resources should be made for qualifying public buildings and whenever private property owners concur.	The City Planner will facilitate applications for qualifying public buildings, and assist property owners who want to apply for historical designation for their buildings.	No property owners have sought designation.

5.08.220 HISTORIC RESOURCE PROTECTIONS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.08.221	A Historic Preservation Ordinance and Historic District Resource "HR" Combining Zone should be used to identify historic resources. Protection of historic resources should be provided by use of the design review procedure.	The City Planner will make recommendations consistent with this policy to the City Council.	A Historic Preservation Ordinance and HR combining zone has not been established to date.
5.08.222	The Colma Historical Association should be consulted whenever a proposed development project involves a designated historic resource in Colma.	The City Planner will contact the Colma Historical Association and solicit input whenever a proposed development project involves a designated historic resource.	Ongoing: This policy is implemented on a case-by-case basis.
5.08.223	Colma should use the nationally established Rehabilitation Standards and Guidelines for the Restoration and Rehabilitation of Historic Structures (See Appendix C).	The City Planner and Building Department will make recommendations consistent with this policy to the City Council.	Ongoing: This policy is implemented on a case-by-case basis when repair or construction projects are proposed on historic structures (as identified in this Element).

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.08.224	Colma should use the California State Historical Building Code (SHBC) for designated buildings to encourage historic rehabilitation.	The City Planner and Building Department will make recommendations consistent with this policy to the City Council.	Ongoing: This policy is implemented on a case-by-case basis when repair or construction projects are proposed on historic structures (as identified in this Element).
5.08.225	A Historic Resources inventory should be maintained, including keeping a current list of all local, state, and federally designated historical landmarks, points of historical interest, historic resources and historic districts in Colma.	The City Planner will maintain a Historic Resources Inventory and make it available for public inspection.	Ongoing: A Historic Resources inventory was prepared to facilitate preparation of the Historic Resources Element. The inventory is available for public inspection.
5.08.226	The Town should utilize its Design Review procedure for review of development in historic districts and adjacent to designated historic landmarks.	The City Planner will make recommendations consistent with this policy to the City Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis.
5.08.230 INCREASE PUBLIC AWARENESS			
POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.08.231	The Town should provide information to the public concerning the location of historic resources and their value to the community, State and Nation.	The City Planner will maintain a Historic Resources Inventory and make it available for public inspection. Referrals to the Colma Historical Association will also be made.	Ongoing
5.08.232	The Town should support the Colma Historical Association in their efforts to expand historical knowledge about Colma.	The Town will pursue establishment of an historical park and museum for Colma.	Completed: The Colma Historical Association moved into their expanded location at 1500 Hillside Boulevard in 2003.
5.08.233	Colma should maintain communication with the State Office of Historic Preservation, California Register of Historical Resources and San Mateo County Planning Department to disseminate information about historical resources in Colma.	The City Planner, City Manager and City Council will take actions consistent with this policy when required.	Ongoing