CY-2014
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TOWN OF COLMA PLANNING DEPARTMENT
1190 El Camino Real, Colma, CA 94014

Phone: 650-757-8888
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March 27, 2015

Housing Policy Department
Received on:
MAR 30 2015

Department of Housing and Community Development
Division of Housing and Policy Development
2020 West El Camino Avenue
Sacramento, CA 95833-1829

Dear Sir or Madam:

On March 11, 2015 the Colma City Council received and accepted the 2014 Annual Report on the Implementation of the Housing Element. This report was submitted electronically to you through your website. In addition, they accepted the Annual Report on the General Plan. A highlight of 2014 was the adoption of amendments to the Circulation Element to add complete streets information and policies.

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
General Plan Annual Report

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

Jurisdiction COLMA

Reporting Period 01/01/2014 - 12/31/2014

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the "Final" button and clicking the "Submit" button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

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

Jurisdiction COLMA

Reporting Period 01/01/2014 - 12/31/2014

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	
(9) Total of Moderate and Above Moderate from Table A3					0	0					
(10) Total by Income Table A/A3			0	0	0	0					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Reporting Period 01/01/2014 - 12/31/2014

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
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Jurisdiction COLMA

Reporting Period 01/01/2014 - 12/31/2014

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
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Jurisdiction COLMA

Reporting Period 01/01/2014 - 12/31/2014

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	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	15	0	0	0	0	0	0	0	0	0	0	15
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	11	0	0	0	0	0	0	0	0	0	0	11
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		13	0	0	0	0	0	0	0	0	0	0	13
Above Moderate		26	0	0	0	0	0	0	0	0	-	0	26
Total RHNA by COG. Enter allocation number:		65											
Total Units ► ► ►			0	0	0	0	0	0	0	0	0	0	65
Remaining Need for RHNA Period ► ► ► ► ►													

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

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
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Jurisdiction COLMA

Reporting Period 01/01/2014 - 12/31/2014

Table C

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.	Allow for the development of new housing at a lower construction cost	Completed	In May of 2013 City Council adopted Ordinance No. 720, allowing manufactured homes to be located in a single-family residential zone, provided it is on a permanent foundation, devoid of wheels or axles, and meets specified design standards, and establishing development standards applicable to manufactured homes.
Program 1.2 General Plan Consistency Review and Annual Report.	To make decision makers and the state aware of progress in implementing the Housing Element	Continue internal consistency review annually and make report available to the p	Scheduled for review by City Council in March 2015
Program 2.1 Second Unit Ordinance.	To allow for the creation of second units to increase housing supply	Ongoing	No new second units this reporting period
Program 3.1 Planned Development Districts and Mixed Use.	To allow for flexibility in development standards such as setbacks, height etc. in	Ongoing	No new Planned Development or Mixed Use projects for this reporting period

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
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.
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 ofprojects 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,the 990 Serramonte project, and the office project at 1850 El Camino Real.

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
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.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
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 but were withdrawn due to economic circumstances in 2007/2008.
5.02.340 EXECUTIVE/ADMINISTRATIVE			
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. In July of 2013 the Town approved entitlements to construct a new 9,592 square foot three-story, office building built over a one-level at-grade parking podium, on a 0.27 acre project site located at 1850 El Camino Real.

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.
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 existe, the City Planner will recommend installation of a sidewalk within the public right-of-way. In July of 2013 the Town approved entitlements to construct a new 9,592 square foot three-story, office building built over a one-level at-grade parking podium, on a 0.27 acre project site located at 1850 El Camino Real. Rather than require a public sidewalk on the site which may never be utilized or connected to sidewalk improvements further south, the permit was conditioned to require that the property owner covenant to provide an access easement for the purpose of providing a public sidewalk if one is required in the future.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
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. In February of 2012 the City Council reviewed and approved a Street Vacation for a 5 acre portion of property obtained from Cypress Hills Golf Course by Cypress Lawn. In July of 2013 the City Council reviewed and approved another Street Vacation for an additional .5 acre portion of property obtained from Cypress Hills Golf Course by Cypress Lawn, as part of the Town approved Cypress Lawn Phase 4 grading, tree removal, and project design.
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. In July of 2013 the Town approved entitlements to construct a new 9,592 square foot three-story, office building built over a one-level at-grade parking podium, on a 0.27 acre project site located at 1850 El Camino Real. It was a project condition of approval that the driveway only allow for right turns in and out of the property.
5.02.360 UTILITIES			
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.
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.
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.

2014 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 require appropriate routes consistent with this policy.	Ongoing: Planning staff continues to require that the City Engineer approve all haul routes for projects through 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 the 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	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 the Cypress Lawn Hillside Campus 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.	This connection is close to happening. The latest Cypress Lawn improvement ends in a circle that is adjacent to the driving range parking lot.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.715	The Town shall favorably consider street abandonment applications for paper streets that do not provide access to in-holding lots, are not needed for utility purposes, or are redundant with other paper streets, and will not in the foreseeable future serve a public purpose.	The City Planner and City Engineer will identify streets that meet the policy's criteria and make recommendations for abandonment to the City Council based on the merits of the abandonment application.	There have been no street abandonment applications this past year.
5.03.720 COMPLETE STREETS POLICIES			
5.03.721	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 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.
5.03.723	Sidewalks should be constructed where they do not presently exist, where feasible, on: • the west side of El Camino Real north of the entrance to the Greek Cemetery to the Colma BART station • one side of Hillside Boulevard • the north side of Serramonte Boulevard from El Camino Real to Hillside Boulevard • the south side of Collins Avenue	Projects will be considered as part of on-going CIP projects. For improvements on El Camino Real, Caltrans coordination will be required.	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 • sidewalk on west side of Hillside Boulevard • Hillside Boulevard, between Hoffman and Serramonte, new ADA improvements, bike lanes, street parking, a sidewalk on the east side (there already exists a sidewalk on the west side), light fixtures, and landscaping Future: • Hillside improvements will extend between Serramonte and Lawndale for Phase II at a future time. • the north side of Serramonte Boulevard from El Camino Real to Hillside Boulevard;

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.721	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.	Ongoing: This policy is implemented on a case-by-case basis. If projects do not require City Council review, the City Planner will review loading and unloading for commercial uses during permit review process and make appropriate recommendations consistent with this policy.
5.03.722	Pedestrian sidewalks or walkways should be constructed typically along 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: This policy is implemented on a case-by-case basis. Facilities for disabled persons are included in all Capital Improvement Programs as well as in new commercial developments.
5.03.723	Sidewalks should be constructed where they do not presently exist, where feasible, on: • the west side of El Camino Real north of the entrance to the Greek Cemetery to the Colma BART station • one side of Hillside Boulevard • the north side of Serramonte Boulevard from El Camino Real to Hillside Boulevard • the south side of Collins Avenue	Projects will be considered as part of on-going CIP projects. For improvements on El Camino Real, Caltrans coordination will be required.	Ongoing: This policy is implemented on a case-by-case basis.
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.
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 this policy to the City Council for new development projects.	Ongoing: This policy is implemented on a case-by-case basis.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
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.	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.
5.03.727	The long term improvement of Hillside Boulevard should include sidewalks and landscaping.	Sidewalks and landscaping are proposed improvements between Serramonte Boulevard and Hoffman Street . Sidewalks are proposed between Serramonte Boulevard and Lawndale Boulevard on the west side of the street. Existing sidewalk sections exist on the east side of Hillside Boulevard between Serramonte Boulevard and Sand Hill Road. Sidewalks on the east side of Hillside Boulevard between Sand Hill Road and Lawndale Boulevard would be required at the time of property development by the property owner.	Hillside Boulevard improvements are completed from Serramonte Boulevard to Hoffman Street. Improvements will be considered as future CIP projects.
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.	The City Engineer will coordinate with Caltrans on an appropriate configuration. Any necessary funding will be considered in a future CIP.	Future CIP project.
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 Planner and City Engineer will consider and require mitigation, where feasible, to the traffic impacts of new development projects in Colma and proposed in adjoining jurisdictions.	Ongoing.

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 Lawndale Boulevard • Mission Road at Lawndale Boulevard The Town's gateways should be enhanced and maintained with appropriate landscaping 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 for the installation of new gateway signs and landscaping consistent with this policy to the City Council whenever a new development project or a CIP project is proposed that will allow for implementation. Remaining gateways to implement include: • El Camino Real and Mission Road (which can be implemented when the intersection is reconfigured or improved, or property at 1988 Mission Road is developed) • Hillside Boulevard at the intersection of F Street (to be implemented in Spring of 2015) • Hillside Boulevard at Lawndale Boulevard (to be implemented when the southern section of Hillside Boulevard is improved)	The installation of the final two gateway monuments will occur when CIP projects are considered
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.	Undergrounding and beautification of Mission Road will be considered in as a future Capital Improvement Program project when funds become available.	No funding is available to carry out these improvements. Sidewalks have been installed in some limited areas.

POLICY NUMBER	POLICY	IMPLEMENTATION MEASURE	STATUS OF POLICY IMPLEMENTATION
5.03.734	Overhead transmission lines should be placed underground in order to improve the visual quality of all roadways.	Utility undergrounding will be considered in a future 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.
5.03.740 BICYCLE AND RECREATION IMPROVEMENTS			
5.03.741	Bicycle lanes should be clearly marked on all designated bicycle routes.	The Town will implement, where feasible, San Mateo County's Comprehensive Bicycle and Pedestrian Master Plan (2011) when projects are being considered under the CIP. In addition, the Town will add Class II and class II bicycle markings and improvements to Mission Road, where feasible.	Will be considered in future CIP programs. Bikes lanes are approved for both sides of Hillside Boulevard, between Hoffman and Serramonte, for Phase I, and between Serramonte and Lawndale for Phase II and III.
5.03.742	The Town should seek ways to implement bikeways along El Camino Real, and Hillside Boulevard.	Consistent with the San Mateo County Comprehensive Bicycle and Pedestrian Master Plan (2011), the Town will consult with Caltrans when improvements are being considered for El Camino Real in order to add bicycle lanes where feasible. Future phases of improvements to Hillside Boulevard will consider, where feasible, the addition of bikeways.	Bikeways were installed along Junipero Serra, Hillside Boulevard Phase I and will be installed along Hillside Boulevard in Phases II & III.
5.03.743	The Town should work with the San Francisco Water Company to see what landscaping improvements are possible on the Water Company right-of-way between Serramonte Boulevard and Collins Avenue.	Securing of an access easement and landscaping of portions of the Water Company right-of-way on the Collins Avenue side shall be considered in the future. The Serramonte half of the right-of-way is proposed to be developed with a wellhouse structure that will be fenced for security.	Ongoing. Future CIP project.
5.03.750 SCENIC ROUTES			
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 projects 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. In May of 2013 the Town adopted a Climate Action Plan which focuses, in part, on promoting water conservation/efficiency through the installation of water-saving plumbing features in commercial and residential construction.
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, the Planning Department reviews landscape plans and discusses the installation of drought tolerant plants that is 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: Projects of this size are not common in Colma. However, when applicable, the City Planner and City Engineer will 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 has been 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 projects 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 undeveloped 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 consistent 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 is 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. In July of 2013 the Town approved entitlements to construct a new 9,592 square foot three-story, office building built over a one-level at-grade parking podium, on a 0.27 acre project site located at 1850 El Camino Real. Rather than require a public sidewalk on the site which may never be utilized or connected to sidewalk improvements further south, the permit was conditioned to require that the property owner covenant to provide an access easement for the purpose of providing a public sidewalk if one is required in the future.
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

2014 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 and Subchapter 2.05 Noise Limitation of the Town Municipal Code 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. In December of 2013 the Town added Subchapter 2.05 Noise Limitation to the Town Municipal Code, which allows for police department enforcement of noise complaints or violations.
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 are 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 that 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 require 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.

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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