Department of Housing and Community Development

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of San Mateo

Mailing Address: 330 W 20th Avenue,
San Mateo, CA 94403

Contact Person: Sandra Council **Title:** Neighborhood Improvement and Housing Mgr.

Phone: 650-522-7223 **FAX:** 650-522-7221 **E-mail**: scouncil@cityofsanmateo.org

Reporting Period by Calendar Year: from January 1, 2014 to December 31, 2014

Also enclosed is Revised Report for prior year January 1, 2013 to December 31, 2013 that includes a correction to Table B that was discovered while preparing this year's report.

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

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

-and

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

Housing Policy Department
Received on:

APR - 8 2015

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 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: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	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.
	-	-	-	-	-	-	-	-	-	-	0
			0	0	0	0	0	0			
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

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 which meet 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	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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	70			70	70
No. of Units Permitted for Above Moderate	17	0	102			119	119

* Note: This field is voluntary

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 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.			2007	2008	2009	2010	2011	2012	2013	2014		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	695		16	53			74	20			163	532
	Non-deed restricted												
Low	Deed Restricted	500	19	1	14				22			56	444
	Non-deed restricted												
Moderate	Deed Restricted	589	11	7	2		3	3	9	70		105	484
	Non-deed restricted												
Above Moderate		1,267	13	13	24	3	24	174	493	119		863	404
Total RHNA by COG. Enter allocation number:		3,051	43	37	93	3	27	251	544	189		1,187	1,864
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 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.**	**Lead Dept.**	**Status of Program Implementation**
H 1.1: Residential Protection.				
Protect established single-family and multi-family residential areas by the following actions:	1 Consider policy during the Special Use Permit process with respect to the intrusion of incompatible uses.	Ongoing	Planning	The City has adopted zoning code amendments which limit the over concentration of non-residential uses in residential zoning districts while at the same time allowing for provision of Special Use Permit request to provide for case by case review of facilities which meet identified community needs.
• Prevent the intrusion of incompatible uses not indicated in the Land Use Element as allowed in residential districts;	2 Consider policy during the Special Use Permit process with respect to the overconcentration of non-residential uses.			Case by case evaluation of the impact of non-residential land uses has occurred with all Special Use Permits.
• Avoid the overconcentration on individual blocks of non-residential uses defined by the Land Use Element as being "potentially compatible" in residential areas;	3 Consider policy during the Site Plan and Architectural Review process with respect to assuring adequate buffers.			Adequate buffers between residential and non residential uses are reviewed during the initial plan check. Zoning Code provisions require quantitative setbacks and buffers to ensure that both the residential and non residential uses are protected.
• Assure that adequate buffers are provided between residential and non-residential uses to provide design compatibility, protect privacy, and protect residences from impacts such as noise and traffic; and	4 To achieve multi-family projects that are compatible with the character of single family dwelling located in the same neighborhood, review multi-family development proposals for conformance with the City's design guidelines.			Conformance to City's Multi-family guidelines is reviewed during design review by an independent architectural design consultant.
• Review development proposals for conformance to the City's multi-family design guidelines for sites located in areas that contain substantial numbers of single-family homes to achieve projects more in keeping with the design character of single-family dwellings.				
H 1.2: Single-Family Preservation				
Preserve existing single-family neighborhoods through the following actions:	1 Consider potential impacts on intact single family neighborhoods during the review of land use changes and special use permits for proposed development other than single family dwellings.	Ongoing	Planning	Single Family Design Guidelines and Zoning Code include privacy guidelines and restrictions that protect against expanding the continuation of nonconforming walls into the side yard setbacks.
• Maintain intact single-family neighborhoods as shown on the Land Use Map; and	2 Consider additional buffering provisions such as landscape buffers, minimum fence heights, location of recreational facilities, underground garage exhausts, etc. during the design review process.			In multifamily zoned properties that abut single family zones, there are increased setbacks and buffers to ensure that the impact to single family neighborhoods are reduced. Additional buffering above and beyond the quantitative requirements outlined in the Zoning Code is considered during the design review process. A standard condition of approval is imposed on all development to insure that these types of utilities do not adversely affect the surrounding community.
• Require on-site buffering in the design of new multi-family developments that abut single-family districts to assure privacy and reduce noise impacts.				

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

H 1.3: Housing Rehabilitation.					
Continue funding for housing rehabilitation projects as a high priority with CDBG and/or other funds.	•	50 Rehabilitated units (owner occupied, low/moderate-income residences; rental units in low-income neighborhoods)	2014	Housing	2009: Rehabs = 6 2010: Rehabs = 9 2011: Rehabs = 6 2012: Rehabs = 5 2013: Rehabs = 0 2014: Rehabs= 0 Total to date: 26
	•	125 Minor Home Repairs (MHR) & Free Paint (owner occupied low-income households)			2009: MHR = 66 2010: MHR = 76 2011: MHR = 15 2012: MHR= 32 2013: MHR = 49 2014: MHR = 32 Total to date: 270
H 1.4: Code Enforcement.					
Continue and increase code enforcement efforts in residential areas to improve neighborhood appearance and conformance with health and safety standards.	1	Continue code enforcement efforts and provide staff as needed to improve residential areas. Continue use of administrative citations and fees, civil penalties, and civil and criminal litigation to bring about compliance.	Ongoing	Code Enforcement	The City continues its enforcement efforts and provides staff to improve residential areas through abatement, administrative citations and fees, civil penalties, and civil litigation to bring about compliance. The City also uses court ordered inspection and abatement warrants to enter, inspect and clean up hoarders and residential junkyards that present immediate health and safety violations. More recently, code enforcement efforts have included identifying mortgage holders on the growing number of foreclosed properties in order to enforce property maintenance.
	2	Continue to offer rehabilitation loans and repair grants to low-income households as listed in Program H 1.3.			2009-2011: The City continues to provide rehabilitation loans and repairs grants to low-income households. 2012-2013: The City discontinued its Rehabilitation Loan program due to staff cut-backs. Cases may be referred to the City's Minor Home Repair contractor as necessary.
	3	Continue proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas.			Proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas continues. This includes meeting with or attending neighborhood/homeowner associations, conducting increased surveillance in target neighborhoods.
	4	Continue the Apartment Inspection Program to assure safe and sanitary living conditions for residential tenants.			The City's Fire Department conducts apartment inspection on ongoing basis to assure safe and sanitary living conditions for residential tenants.
H 1.5: Building Bulk.					
Limit the sizes of new and expanded single-family dwellings and duplexes, retaining neighborhood scale and character.		Through plan check review of single-family dwellings and duplex buildings, ensure compliance with both the single family and duplex regulations and design guidelines that control the bulk of and height of buildings.	Ongoing	Planning	Plan checking of single-family dwellings is ongoing. Second story additions to single family dwellings and new single-family dwellings require design review. The adopted Single Family Design guidelines help to control the bulk and height of second story additions and new single family dwellings. In 2004, Duplex Design Guidelines were adopted by the City Council. These guidelines help to protect against the over-sized additions and new construction in R-2 zoning districts.
H 1.6: Variances and Lot Divisions.					
Consider existing neighborhood character in terms of dwelling size, height, setbacks and lot size and configuration in reviewing variances and lot division proposals.		Consider during variance and subdivision review.	Ongoing	Planning	Existing neighborhood character continues to be considered in the review of all variance and lot spit applications. Property and building characteristics of properties in the vicinity of any variance or lot split application become the basis of findings and recommendations for these types of applications.
H 1.7: Retention of Existing Lower-Income Units.					
Seek to retain existing subsidized very low-, low- and moderate-income housing units, especially those that will be available for conversion to market rate housing. Retention of such units should have high priority for available funds.	1	Monitor affordable projects at risk of conversion to market rate. Maintain regular communication with the owners of all subsidized projects in San Mateo to keep up-to-date on their plans to maintain affordability. Assist in outreach and education to tenants as needed.	Ongoing	Housing	2009: There were no "at risk" properties. 2010: There were no "at risk'" properties. 2011: There were no "at risk'" properties. 2012: There were no "at risk" properties 2013: There were no "at risk" properties. 2014: There were no "at risk" properties
	2	Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations.			Section 8 contracts are managed by the County and continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.
	3	Respond to Notices of Intent to Prepay. Give high priority to retaining existing FHA and HUD subsidized low-income units through use of CDBG funds, Redevelopment Housing Set-Aside funds, and other solutions.			2009: There were no "at risk" properties. 2010: There were no "at risk'" properties. 2011: There were no "at risk'" properties. 2012: There were no "at risk" properties 2013: There were no "at risk" properties. 2014: There were no "at risk" properties

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

	4 Continue to support the County Housing Authority housing rental subsidies to lease units in San Mateo for very-low and low-income households.			Continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.
H 1.8: Condominium Conversion.				
Continue to implement tenant notification, purchase opportunities, long-term leases, and relocation assistance provisions of the subdivision code.	Continue the existing policy of protecting existing residents by offering purchase opportunities, long-term leases and relocation assistance.	Ongoing	Planning	2009: No condominium conversions occurred. 2010: No condominium conversions occurred. 2011: No condominium conversions occurred. 2012: No condominium conversions occurred. 2013: No condominium conversions occurred.
H 1.9: Demolitions.				
Continue implementation of demolition ordinance. Implement code enforcement programs described in Program H 1.4.	Prohibit demolition of existing residences until a building permit for new construction has been issued, unless health and safety problems exist. Prevent housing stock from becoming health and safety problems through code enforcement efforts.	Ongoing	Building & Code Enforcement	Demolition ordinance will continue to be implemented.
H 2.1				
Fair Share Housing Allocation	Attempt to achieve compliance with ABAG Fair Share Housing Allocation for total housing needs and for low and moderate income needs. Monitor housing production against ABAG Fair Share Allocation, providing annual updates for the Planning Commission and City council.	Ongoing	Housing	Total ABAG Goal 3,051 units: 695 Very Low, 500 Low, Moderate, 1,267 Above Moderate. 2009: Total 93 units, 53 very low, 14 low, 2 moderate. 24 above moderate. 2010: Total 3 units: 3 above moderate. 2011: Total 27 units: 3 moderate, 24 above moderate. 2012: Total 251 units: 74 very low, 3 moderate, 174 above moderate. 2013: Total 544 units: 20 very low, 22 low, 9 moderate, 493 above moderate. 2014: total 189 units: 70 moderate, 119 above moderate
H 2.2: Jobs/Housing Balance.				
Maintain an overall balance of housing and employment within the community over the term of the Plan.	Monitor housing production against new job creation.	Ongoing	Planning	The City continues to work toward addressing the jobs-housing balance. The jobs housing ratio is based upon number of jobs per employed resident and is considered balanced the closer the ratio is to 1.00. ABAG projects that, based on the growth of jobs in the City, the jobs-per-employed-resident ratio will continue to rest around 1.00 through 2020.
H 2.3: Public Funding of Low- and Moderate-Income Housing.				
Give funding for new low- and moderate-income housing priority for use of HOME, Redevelopment Housing Set-Aside, and other available funds, with the highest priority of public funds for extremely low and very low income family housing.	Assisted Unit Goals: • 61 Extremely Low Income Units • 126 Very Low Income Units	Complete 53 units by July 2010	Housing	2009: Construction began on Peninsula Station, a 68 unit, 100% affordable apartment complex. 2010: Peninsula Station was completed and fully occupied by October 2010. 49% of the units are restricted to households up to 60% AMI. Upon initial occupancy, in addition to the onsite property manager, the units were rented to households with the following income levels: Extremely Low = 21; Very Low = 32; Low = 14. Claremont Townhomes project of 18 units was finaled in Nov 2010 and there are 2 BMR units for sale.
		Commit funds for 54 new units by June 2010		2009: Developer selected for 2000 S. Delaware project; began development agreement negotiations. 2010: Planning application submitted; DDA negotiations ongoing, approvals to run concurrent with PA environmental review and approval. 2011: DDA and Planning Application approvals by City Council in May, 2011. Includes $1.2 million construction assistance from City/RDA/Successor Agency for 10 extremely low, 49 very low and 60 moderate income family rental units. 2012: Construction began on phase I of Delaware Pacific. Phase I includes 10 units that are extremely low, 49 very low, and one unit for the resident manager. 2013: 2000 S. Delaware Phase 1 completed and occupied. 2014: 2000 S Delaware Phase 2 under construction, 60 moderate income rental unit. Occupancy to occur summer of 2015.
		Site identified for 45 units by July 2013		2012: City entered into the Bay Meadows Phase II Development Agreement in December 2005, which requires the developer donation of one acre of land for future affordable housing. During this year the City and Developer identified the location and boundaries of the site to be transferred to the City in 2013. It is estimated that 60-65 units will be feasible on this site. 2013: One acre parcel at Bay Meadows dedicated to City for future development.
		Site identified for 35 units by July 2014		

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

H 2.4: Private Development of Affordable Housing.					
Encourage the provision of affordable housing by the private sector through:	1	Maintain an inclusionary housing ordinance to implement Policy H 2.4	Ongoing	Housing	The Below Market Rate (BMR) inclusionary program requires 10% of any new residential project that has 11 or more units to be affordable.
• Requiring that a percentage of the units, in specified residential projects be affordable.	2	Evaluate and study the impacts on development costs to housing by increasing the inclusionary housing production requirements.	2009	Housing	COMPLETE: Revisions to the inclusionary program were recommended after a technical advisory committee study and subsequently adopted by the City Council in 2008. The requirement will be increased to 15% and begin implementation on January 1, 2010. The new program also provides for fractional fees for projects sized 5-10 units, and for fractional BMR units not constructed onsite. It also allows some flexibility on BMR units size and bedroom mix.
• Requiring construction or subsidy of new affordable housing as a condition for approval of any commercial development which affects the demand for housing in the City.	3	Develop, hold public hearings on, and if possible, adopt a commercial/housing linkage program, based on empirical data applicable to the City of San Mateo.	2012	Housing	The Housing and Land Use report contains a recommendation to implement a commercial linkage program and this item was discussed at a study session in May 2008. There was both strong opposition and support for this proposal at that time, therefore the City Council has not yet acted on this recommendation.
	4	Develop a density bonus program consistent with State law.	2009	Planning	Revisions to the density bonus program were adopted by ordinance and as part of the Zoning Code in January 2009. 2009: 18 units above the base density were completed. 2010: No density bonus units were completed in this report period. 2011: No density bonus units were completed in this report period. 2012: No density bonus units were completed in this report period. 2013: 1 density bonus unit was completed. 2014: No denisity bonus units were compelted in this report period.
• Providing density bonuses and priority processing for projects which qualify for density bonuses under State law.	5	Provide information to developers on density bonus provisions for affordable housing. Give processing priority to applications which include substantial proportions of affordable housing.	Ongoing	Planning	With project proposal and discussion prior to and during the planning application process, information is available to developers regarding all incentive options related to density in housing development.
H 2.5: Distribution of Low- and Moderate-Income Housing.					
Attempt to distribute low- and moderate-income housing developments throughout the City. Encourage the mixing of market-rate and low/moderate-income units where feasible.		Consider during review of applications for funding of affordable housing projects.	Ongoing	Housing	The City's current Below Market Rate program ensures that affordable housing is developed throughout the City rather than in specific areas since it is applied on all new housing projects that contain 11 or more units. Also staff tries to avoid concentration of new affordable housing in any given neighborhood.
H 2.6: Rental Housing					
Encourage development of rental housing for households unable to afford ownership housing.		Consider during review of applications for multi-family housing.	Ongoing	Planning	The decision to develop rental vs. for-sale units in multifamily projects varies with the market. Some developers don't decide whether to sell or rent their units until the units are under construction and the market is evaluated at that time.
H 2.7: Secondary Units.					
Allow creation of secondary units on residentially zoned properties to provide opportunities for affordable rental units or to allow for the housing of extended families.		Through plan check review of secondary unit applications, ensure compliance with regulations, architectural standards, and design guidelines that promote design compatibility with the principle residence and the neighborhood, provide required parking on-site, and minimize privacy impacts on adjoining properties.	Ongoing	Planning	Secondary Units are permitted as of right within residential zoning districts. Each application for a second story secondary unit is reviewed for consistency to the Single Family Design Guidelines and the Zoning Code.
H 2.8: Single Room Occupancy.					
Provide for the development of single room occupancy (SRO) units to provide small affordable units in areas close to transportation services.		Adopt a Single Room Occupancy ordinance to allow the development of new SRO projects.	2012	Planning	The City does not have a Single Room Occupancy ordinance. There were no applications for SRO developments during this reporting period. An SRO ordinance will be developed in conjunction with any request for development of an SRO project.

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

H 2.9: Multifamily Location					
Provide for the development of multi-family housing to create a diversity of available housing types as follows:	1	Maintain multi-family zoning on specified sites consistent with the Land Use Map or Land Use Element policies.	Ongoing	Planning	The locations designated in this policy have been designated as multi-family residential on the Land Use Map and have been reclassified to a multi-family zoning designation. The City has maintained existing land zoned for multi-family use. Multi-family projects have been developed on the Bay Meadows practice track. Additional multi-family development is planned/approved for portions of the Bay Meadows race track.
• Maintain the identified sites on the Inventory of Sites Available for New Housing Development (Appendix A of the Housing Element).	2	Consider during review of Reclassification applications for multi-family districts.			Any future requests for reclassifications to multi-family will be evaluated under the criteria listed in section 2 of this policy as part of the development review process for a specific project.
• Permit reclassification to multi-family zoning of other properties that meet the following criteria:					
a Have adequate size to allow for a self-contained housing development and include adequate on-site parking and usable open space;					
b Have good access to arterial streets and transit nodes;					
c Maintain a reasonable buffer to single-family districts;					
d development at compatible and appropriate densities or are zoned for commercial use.					
H 2.10: Housing Densities					
• Maintain a density range, with densities at the higher end of the range to be considered based on provision of public benefits such as affordable housing, increased open space, public recreational facilities, off-site infrastructure improvements, or location adjacent or near (generally within a half-mile walking distance) transit nodes; (Note: Related		Consider policy during the development review process.	Ongoing	Planning	Regulations to provide for greater density upon provision of public benefits and comprehensive multi-family guidelines have not yet been developed. Both the Measure H (1991) and Measure P (2004) voter initiatives established density ranges in the City. Since 2001, residential development has averaged 77% of the maximum permitted density, and over 80% since 2006. Project specific amenities are analyzed on a case by case basis during the public review process.
• Ensure that inappropriate densities are not permitted for lots of less than one-half acre.					
H 2.11 Senior Project Location.					
Permit senior housing projects on multi-family or non-residentially zoned properties within walking distance of services and transit routes. Continue to provide allowances for density bonuses for senior projects.		Consider during review of reclassification applications to the Senior Citizen Overlay district and Residential Care Facility Special Use Permits.	Ongoing	Planning	The City allows Senior Projects within multi-family and commercially zoned properties. The City continues to promote the development of senior housing through its use of the Senior Citizen Overlay District.
H 2.12: Mixed Use.					
Continue the policy of encouraging residential uses in existing commercial areas, or in locating adjacent or near transit nodes, where the residences can be buffered from noise and safety concerns and can provide adequate on-site parking and usable open space. Provide floor area and/or height bonuses for residential development in selected areas of the City.	1	Permit the construction of housing or mixed-use projects in commercial areas. Encourage mixed use in specific area plans, the El Camino Real Master Plan, and the San Mateo Rail Corridor Transit-Oriented Development Plan. Consider designation in future plans for 42 Avenue.	Ongoing	Planning	Construction of mixed use buildings are permitted in all commercial zoning districts. Applicants developing in specific areas such as the El Camino Real Master Plan and San Mateo Corridor Plan areas are encouraged to develop mixed-use buildings.
	2	Publicize the advantages of constructing housing or mixed-use projects in commercial areas. Publicize the ability to locate residences in commercial areas.			Individual meetings with applicants and comments made by the Planning Commission during public hearings have publicized the desirability of mixed-use development. In addition, the El Camino Real Master Plan and Land Use Transportation Corridor Phase 1 Plan both include provisions encouraging the development of mixed-use projects. Station Park Green (under review) Polo Court (under review) Sunnybrae Townhomes (under review) Hines Development (approved)

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

H 2.13: Transportation Oriented Development (TOD).					
Encourage well-planned compact development with a range of land uses, including housing, commercial, recreation and open space, in proximity to train stations and other transit nodes. Encourage the maximization of housing density where possible	1	Encourage transit-oriented development in locations adjacent or near train stations and other transit nodes.	Ongoing	Planning	The San Mateo Rail Corridor Plan Transit-Oriented Development Plan was adopted by the City Council in 2005. This document and the subsequent specific plan and design guidelines have regulated development in the rezoned Transit Oriented Development (TOD) properties.
	2	Ensure that development proposals conform to the Transit Oriented Development Ordinance and the San Mateo Rail Corridor Transportation Oriented Development Plan.			A TOD ordinance was adopted in 2005 with the associated Corridor Plan, as described above. 2010: Hines project at Hwy 92 & Delaware in the TOD was approved in Aug 2010. 2011: There were 2 TOD projects approved this reporting period. Station Park Green received final planning approval in Jan 2011 and the Ordinance approving the Station Park Green Development Agreement was approved in Feb 2011. The 2000 S. Delaware project was approved in May 2011. 2012: 111 apartments were approved in July 2012 at 2090 S. Delaware.
Program H 2.14: The Homeless.					
Continue existing support for organizations that seek to prevent homelessness. Assist Countywide efforts to address homelessness through participation in the HOPE Program. Although the HOPE program focuses efforts on providing permanent supportive housing rather than emergency shelters, the City must also comply with SB 2 which requires ensuring there are appropriate zones where emergency housing is located as a permitted use. Accordingly, transitional housing is currently permitted to be located in residential districts and commercial districts, while emergency shelters may be located in Regional/Community Commercial districts.	1	Continue existing support, where feasible, for programs and facilities seeking to prevent homelessness.	Ongoing	Planning	City provides continuous representation and participation on the County Continuum of Care focusing on programs for prevention of homelessness and services to homeless families & individuals. City actively participated in development of HOPE San Mateo County, the 10-year plan to end homelessness completed in 2006. The HOT Program (Housing Outreach Team) started as a first year pilot project in 2006 focused on developing a Housing First model for chronically homeless persons in Downtown San Mateo. 2010 was the first full year of operation and the 16 units of permanent supportive housing at The Vendome have had little turnover while continuing to house some of the most chronic formerly homeless individuals. Operations of The Vendome continued through 2013 with minimal tenant turnover. It has proven to be a pilot program that is being duplicated by other jurisdictions who are implementing HOT programs in their communities throughout the County.
	2	Allow emergency shelters as a permitted use in Regional/Community Commercial land use categories consistent with the provisions of SB2, which requires emergency shelters as permitted uses without conditional use permits or other discretionary action. Emergency shelters shall be subject to the same development and management standards that apply to other allowed uses in the designated land use and zoning districts.	Ongoing		The City contributes a 'fair share' payment for operation of a regional emergency homeless shelter for individuals and provides grants to Shelter Network for operation of First Step for Families, a family focused emergency shelter program.
	3	Amend the City's Zoning Ordinance to allow emergency shelters as permitted uses in the C2 and C3 zoning districts (Regional/Community Commercial land use categories).	2010		Zoning Code was amended in 2009 to allow emergency shelters in C2 and C3 Districts as a permitted use. Emergency shelters were also made a permitted use for religious institutions located in residential zoned areas.
H 2.15: Open Choice.					
Continue efforts towards the elimination of discrimination based on race, religion, sex, nationality, age or physical disability that prevent free choice in housing.		Continue implementation of the Fair Housing Resolution, affirmative marketing of city-subsidized housing projects, and provision of available funding for private nonprofit organizations that monitor and provide assistance to those experiencing discrimination in housing choice.	Ongoing	Housing	The City contracts with Project Sentinel to provide Fair Housing services, monitoring and investigation. All housing related projects or services funded by the City include affirmative marketing guidelines and are monitored on a regular basis. City completed an Analysis of Impediments for Fair Housing in 2013

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

Jurisdiction City of San Mateo

Reporting Period 1/1/2014 - 12/31/2014

H 2.16: Special Needs Groups.					
Continue existing support for programs that assist special needs groups (the elderly, large families, female heads of households, and the disabled).	1	Continue to support programs particularly designed to accommodate special needs groups. In the past, typical programs have included rehabilitation loans, minor home repair, purchase of land for new housing, Section 8 rental assistance, shared housing, and first- and last-months rent program.	Ongoing	Housing	2009: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations. 2010: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations. 2011: The City provided financial assistance to 7 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. 2012: The City provided financial assistance to 8 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. 2013:The City provided financial assistance to 4 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. This years numbers are lower than previous years due to funding cuts. 2014: The City provided financial assitance to 4 nonprofit organizations that provided housing, rental assistance and/or housing related servies to variety of special needs populations.
	2	Finalize the evaluation of governmental constraints to the development and rehabilitation of housing for people with disabilities. Develop strategies to eliminate identified constraints where appropriate. As part of this effort, codify a formal reasonable accommodations procedure as needed based on the findings of the evaluation.	2011	Planning	The City has identified a consultant who will prepare the Reasonable Accommodation Policy in 2013. COMPLETE: Reasonable Accommodation Ordinance was adopted on 6/16/14.
H 3.1: Sustainability Housing Development.					
Ensure that all existing and future housing, including both single family and multifamily housing, is developed in a sustainable manor.		Adopt a Green Building Ordinance to address sustainability in housing development.	2010	CDD	COMPLETE: The Green Building Ordinance was adopted by the City Council on November 5, 2009 and implementation began on January 1, 2010. 2013: city adopted the latest state Cal-Green code effective January 2014.
Program H 4.1: Energy and Water Efficiency.					
Encourage energy and water efficiency in all existing residential units.	1	**Pilot Program.** Design pilot program to evaluate the condition of existing housing stock in order to implement a program to encourage energy and water efficiency retrofits utilizing the existing Housing Rehabilitation program and/or with other programs and incentives.	2010	Housing	COMPLETE: 2009: As part of the pilot, a door to door energy efficiency survey was conducted in the North Shoreview neighborhood in March 2009 with over 40 volunteers and obtaining 115 responses. As incentive, there were 5 energy audits donated as a drawing for participating households. This marked the achievement of this goal.
	2	**Citywide Efficiency Program.** Design survey instrument to evaluate the condition of existing housing stock citywide and design a program to encourage the energy and water efficiency retrofits utilizing the existing Housing Rehabilitation program and/or with other programs and incentives.	2010	Housing	2009: Developed a marketing plan to promote energy retrofits within existing City Home Repair programs. City signed letters of intent to participate in countywide programs to apply for State Energy Program Grants for energy retrofit program design and municipal bond funding for building retrofits. 2010: Home Energy House Call Program was designed and a request for proposals was issued to provide house calls to residents to review energy & water usage and install efficiency devices such as fluorescent light bulbs, low flow shower heads, etc. Program to be implemented in Summer 2011. 2011: Rising Sun Energy Center was able to provide 385 house calls to residents and hire and train 9 San Mateo youth to perform the house calls during summer 2011. This was accomplished utilizing their California Youth Energy Services program, whose participants far exceeded their original goal of 200 homes. 68% of the households served were low-moderate income. 2012: Since 2009, The City has funded energy retrofits to 13 single family homes through its housing rehabilitation loan program.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

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: Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development: See Instructions	Deed Restricted Units: See Instructions	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.
Arbor Rose	SF	O				13	13	13		Inc	
Arbor Rose	2-4	O			1	7	8	8		Inc	
Amelia	2-4	O			0	4	4	4		Inc	
Amelia	5+	O			4	34	38	38		Inc	
Landsdowne	5+	O			2	28	30	30		Inc	
Canterbury	2-4	O			0	4	4	4		Inc	
Canterbury	5+	O			1	17	18	18		Inc	
Elkhorn	5+	R	20			177	197	197		Inc	
Verona Ridge	SF	O			1	12	13	0		Inc	
2090 S. Delaware	5+	R		11		100	111	111		Inc	
Fieldhouse	5+	R		11		97	108	108		Inc	
(9) Total of Moderate and Above Moderate from Table A3 ►					0		0	0			
(10) Total by income Table A/A3 ► ►			20	22	9	493	544	531			
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

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 which meet 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	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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	
No. of Units Permitted for Above Moderate	0	0	0			0	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

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.			2007	2008	2009	2010	2011	2012	2013	2014		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	695		16	53			74	20			163	532
	Non-deed restricted												
Low	Deed Restricted	500	19	1	14				22			56	444
	Non-deed restricted												
Moderate	Deed Restricted	589	11	7	2		3	3	9			35	554
	Non-deed restricted												
Above Moderate		1,267	13	13	24	3	24	174	493			744	523
Total RHNA by COG. Enter allocation number:		3,051	43	37	93	3	27	251	544			998	2,053
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

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.**	**Lead Dept.**	**Status of Program Implementation**
H 1.1: Residential Protection.					
Protect established single-family and multi-family residential areas by the following actions:	1	Consider policy during the Special Use Permit process with respect to the intrusion of incompatible uses.	Ongoing	Planning	The City has adopted zoning code amendments which limit the over concentration of non-residential uses in residential zoning districts while at the same time allowing for provision of Special Use Permit request to provide for case by case review of facilities which meet identified community needs.
• Prevent the intrusion of incompatible uses not indicated in the Land Use Element as allowed in residential districts;	2	Consider policy during the Special Use Permit process with respect to the overconcentration of non-residential uses.			Case by case evaluation of the impact of non-residential land uses has occurred with all Special Use Permits.
• Avoid the overconcentration on individual blocks of non-residential uses defined by the Land Use Element as being "potentially compatible" in residential areas;	3	Consider policy during the Site Plan and Architectural Review process with respect to assuring adequate buffers.			Adequate buffers between residential and non residential uses are reviewed during the initial plan check. Zoning Code provisions require quantitative setbacks and buffers to ensure that both the residential and non residential uses are protected.
• Assure that adequate buffers are provided between residential and non-residential uses to provide design compatibility, protect privacy, and protect residences from impacts such as noise and traffic; and	4	To achieve multi-family projects that are compatible with the character of single family dwelling located in the same neighborhood, review multi-family development proposals for conformance with the City's design guidelines.			Conformance to City's Multi-family guidelines is reviewed during design review by an independent architectural design consultant.
• Review development proposals for conformance to the City's multi-family design guidelines for sites located in areas that contain substantial numbers of single-family homes to achieve projects more in keeping with the design character of single-family dwellings.					
H 1.2: Single-Family Preservation					
Preserve existing single-family neighborhoods through the following actions:	1	Consider potential impacts on intact single family neighborhoods during the review of land use changes and special use permits for proposed development other than single family dwellings.	Ongoing	Planning	Single Family Design Guidelines and Zoning Code include privacy guidelines and restrictions that protect against expanding the continuation of nonconforming walls into the side yard setbacks.
• Maintain intact single-family neighborhoods as shown on the Land Use Map; and	2	Consider additional buffering provisions such as landscape buffers, minimum fence heights, location of recreational facilities, underground garage exhausts, etc. during the design review process.			In multifamily zoned properties that abut single family zones, there are increased setbacks and buffers to ensure that the impact to single family neighborhoods are reduced. Additional buffering above and beyond the quantitative requirements outlined in the Zoning Code is considered during the design review process. A standard condition of approval is imposed on all development to insure that these types of utilities do not adversely affect the surrounding community.
• Require on-site buffering in the design of new multi-family developments that abut single-family districts to assure privacy and reduce noise impacts.					

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015
(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 1.3: Housing Rehabilitation.					
Continue funding for housing rehabilitation projects as a high priority with CDBG and/or other funds.	•	50 Rehabilitated units (owner occupied, low/moderate-income residences; rental units in low-income neighborhoods)	2014	Housing	2009: Rehabs = 6 2010: Rehabs = 9 2011: Rehabs = 6 2012: Rehabs = 5 2013: Rehabs = 0 Total to date: 26
	•	125 Minor Home Repairs (MHR) & Free Paint (owner occupied low-income households)			2009: MHR = 66 2010: MHR = 76 2011: MHR = 15 2012: MHR= 32 2013: MHR = 49 Total to date: 238
H 1.4: Code Enforcement.					
Continue and increase code enforcement efforts in residential areas to improve neighborhood appearance and conformance with health and safety standards.	1	Continue code enforcement efforts and provide staff as needed to improve residential areas. Continue use of administrative citations and fees, civil penalties, and civil and criminal litigation to bring about compliance.	Ongoing	Code Enforcement	The City continues its enforcement efforts and provides staff to improve residential areas through abatement, administrative citations and fees, civil penalties, and civil litigation to bring about compliance. The City also uses court ordered inspection and abatement warrants to enter, inspect and clean up hoarders and residential junkyards that present immediate health and safety violations. More recently, code enforcement efforts have included identifying mortgage holders on the growing number of foreclosed properties in order to enforce property maintenance.
	2	Continue to offer rehabilitation loans and repair grants to low-income households as listed in Program H 1.3.			2009-2011: The City continues to provide rehabilitation loans and repairs grants to low-income households. 2012-2013: The City discontinued its Rehabilitation Loan program due to staff cut-backs. Cases may be referred to the City's Minor Home Repair contractor as necessary.
	3	Continue proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas.			Proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas continues. This includes meeting with or attending neighborhood/homeowner associations, conducting increased surveillance in target neighborhoods.
	4	Continue the Apartment Inspection Program to assure safe and sanitary living conditions for residential tenants.			The City's Fire Department conducts apartment inspection on ongoing basis to assure safe and sanitary living conditions for residential tenants.
H 1.5: Building Bulk.					
Limit the sizes of new and expanded single-family dwellings and duplexes, retaining neighborhood scale and character.		Through plan check review of single-family dwellings and duplex buildings, ensure compliance with both the single family and duplex regulations and design guidelines that control the bulk of and height of buildings.	Ongoing	Planning	Plan checking of single-family dwellings is ongoing. Second story additions to single family dwellings and new single-family dwellings require design review. The adopted Single Family Design guidelines help to control the bulk and height of second story additions and new single family dwellings. In 2004, Duplex Design Guidelines were adopted by the City Council. These guidelines help to protect against the over-sized additions and new construction in R-2 zoning districts.
H 1.6: Variances and Lot Divisions.					
Consider existing neighborhood character in terms of dwelling size, height, setbacks and lot size and configuration in reviewing variances and lot division proposals.		Consider during variance and subdivision review.	Ongoing	Planning	Existing neighborhood character continues to be considered in the review of all variance and lot spit applications. Property and building characteristics of properties in the vicinity of any variance or lot split application become the basis of findings and recommendations for these types of applications.
H 1.7: Retention of Existing Lower-Income Units.					
Seek to retain existing subsidized very low-, low- and moderate-income housing units, especially those that will be available for conversion to market rate housing. Retention of such units should have high priority for available funds.	1	Monitor affordable projects at risk of conversion to market rate. Maintain regular communication with the owners of all subsidized projects in San Mateo to keep up-to-date on their plans to maintain affordability. Assist in outreach and education to tenants as needed.	Ongoing	Housing	2009: There were no "at risk" properties. 2010: There were no "at risk"' properties. 2011: There were no "at risk"' properties. 2012: There were no "at risk" properties 2013: There were no "at risk" properties.
	2	Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations.			Section 8 contracts are managed by the County and continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.
	3	Respond to Notices of Intent to Prepay. Give high priority to retaining existing FHA and HUD subsidized low-income units through use of CDBG funds, Redevelopment Housing Set-Aside funds, and other solutions.			2009: There were no "at risk" properties. 2010: There were no "at risk"' properties. 2011: There were no "at risk"' properties. 2012: There were no "at risk" properties 2013: There were no "at risk" properties.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

	4	Continue to support the County Housing Authority housing rental subsidies to lease units in San Mateo for very-low and low-income households.		Continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015
(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 1.8: Condominium Conversion.				
Continue to implement tenant notification, purchase opportunities, long-term leases, and relocation assistance provisions of the subdivision code.	Continue the existing policy of protecting existing residents by offering purchase opportunities, long-term leases and relocation assistance.	Ongoing	Planning	2009: No condominium conversions occurred. 2010: No condominium conversions occurred. 2011: No condominium conversions occurred. 2012: No condominium conversions occurred. 2013: No condominium conversions occurred.
H 1.9: Demolitions.				
Continue implementation of demolition ordinance. Implement code enforcement programs described in Program H 1.4.	Prohibit demolition of existing residences until a building permit for new construction has been issued, unless health and safety problems exist. Prevent housing stock from becoming health and safety problems through code enforcement efforts.	Ongoing	Building & Code Enforcement	Demolition ordinance will continue to be implemented.
H 2.1				
Fair Share Housing Allocation	Attempt to achieve compliance with ABAG Fair Share Housing Allocation for total housing needs and for low and moderate income needs. Monitor housing production against ABAG Fair Share Allocation, providing annual updates for the Planning Commission and City council.	Ongoing	Housing	Total ABAG Goal 3,051 units: 695 Very Low, 500 Low, Moderate, 1,267 Above Moderate. 2009: Total 93 units, 53 very low, 14 low, 2 moderate. 24 above moderate. 2010: Total 3 units: 3 above moderate. 2011: Total 27 units: 3 moderate, 24 above moderate. 2012: Total 251 units: 74 very low, 3 moderate, 174 above moderate. 2013: Total 544 units: 20 very low, 22 low, 9 moderate, 493 above moderate.
H 2.2: Jobs/Housing Balance.				
Maintain an overall balance of housing and employment within the community over the term of the Plan.	Monitor housing production against new job creation.	Ongoing	Planning	The City continues to work toward addressing the jobs-housing balance. The jobs housing ratio is based upon number of jobs per employed resident and is considered balanced the closer the ratio is to 1.00. ABAG projects that, based on the growth of jobs in the City, the jobs-per-employed-resident ratio will continue to rest around 1.00 through 2020.
H 2.3: Public Funding of Low- and Moderate-Income Housing.				
Give funding for new low- and moderate-income housing priority for use of HOME, Redevelopment Housing Set-Aside, and other available funds, with the highest priority of public funds for extremely low and very low income family housing.	Assisted Unit Goals: • 61 Extremely Low Income Units • 126 Very Low Income Units	Complete 53 units by July 2010	Housing	2009: Construction began on Peninsula Station, a 68 unit, 100% affordable apartment complex. 2010: Peninsula Station was completed and fully occupied by October 2010. 49% of the units are restricted to households up to 60% AMI. Upon initial occupancy, in addition to the onsite property manager, the units were rented to households with the following income levels: Extremely Low = 21; Very Low = 32; Low = 14. Claremont Townhomes project of 18 units was finaled in Nov 2010 and there are 2 BMR units for sale.
		Commit funds for 54 new units by June 2010		2009: Developer selected for 2000 S. Delaware project; began development agreement negotiations. 2010: Planning application submitted; DDA negotiations ongoing, approvals to run concurrent with PA environmental review and approval. 2011: DDA and Planning Application approvals by City Council in May, 2011. Includes $1.2 million construction assistance from City/RDA/Successor Agency for 10 extremely low, 49 very low and 60 moderate income family rental units. 2012: Construction began on phase I of Delaware Pacific. Phase I includes 10 units that are extremely low, 49 very low, and one unit for the resident manager. 2013: 2000 S. Delaware Phase 1 completed and occupied.
		Site identified for 45 units by July 2013		2012: City entered into the Bay Meadows Phase II Development Agreement in December 2005, which requires the developer donation of one acre of land for future affordable housing. During this year the City and Developer identified the location and boundaries of the site to be transferred to the City in 2013. It is estimated that 60-65 units will be feasible on this site. 2013: One acre parcel at Bay Meadows dedicated to City for future development.
		Site identified for 35 units by July 2014		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015
(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 2.4: Private Development of Affordable Housing.					
Encourage the provision of affordable housing by the private sector through:	1	Maintain an inclusionary housing ordinance to implement Policy H 2.4	Ongoing	Housing	The Below Market Rate (BMR) inclusionary program requires 10% of any new residential project that has 11 or more units to be affordable.
• Requiring that a percentage of the units, in specified residential projects be affordable.	2	Evaluate and study the impacts on development costs to housing by increasing the inclusionary housing production requirements.	2009	Housing	COMPLETE: Revisions to the inclusionary program were recommended after a technical advisory committee study and subsequently adopted by the City Council in 2008. The requirement will be increased to 15% and begin implementation on January 1, 2010. The new program also provides for fractional fees for projects sized 5-10 units, and for fractional BMR units not constructed onsite. It also allows some flexibility on BMR units size and bedroom mix.
• Requiring construction or subsidy of new affordable housing as a condition for approval of any commercial development which affects the demand for housing in the City.	3	Develop, hold public hearings on, and if possible, adopt a commercial/housing linkage program, based on empirical data applicable to the City of San Mateo.	2012	Housing	The Housing and Land Use report contains a recommendation to implement a commercial linkage program and this item was discussed at a study session in May 2008. There was both strong opposition and support for this proposal at that time, therefore the City Council has not yet acted on this recommendation.
	4	Develop a density bonus program consistent with State law.	2009	Planning	Revisions to the density bonus program were adopted by ordinance and as part of the Zoning Code in January 2009. 2009: 18 units above the base density were completed. 2010: No density bonus units were completed in this report period. 2011: No density bonus units were completed in this report period. 2012: No density bonus units were completed in this report period. 2013: 1 density bonus unit was completed.
• Providing density bonuses and priority processing for projects which qualify for density bonuses under State law.	5	Provide information to developers on density bonus provisions for affordable housing. Give processing priority to applications which include substantial proportions of affordable housing.	Ongoing	Planning	With project proposal and discussion prior to and during the planning application process, information is available to developers regarding all incentive options related to density in housing development.
H 2.5: Distribution of Low- and Moderate-Income Housing.					
Attempt to distribute low- and moderate-income housing developments throughout the City. Encourage the mixing of market-rate and low/moderate-income units where feasible.		Consider during review of applications for funding of affordable housing projects.	Ongoing	Housing	The City's current Below Market Rate program ensures that affordable housing is developed throughout the City rather than in specific areas since it is applied on all new housing projects that contain 11 or more units. Also staff tries to avoid concentration of new affordable housing in any given neighborhood.
H 2.6: Rental Housing					
Encourage development of rental housing for households unable to afford ownership housing.		Consider during review of applications for multi-family housing.	Ongoing	Planning	The decision to develop rental vs. for-sale units in multifamily projects varies with the market. Some developers don't decide whether to sell or rent their units until the units are under construction and the market is evaluated at that time.
H 2.7: Secondary Units.					
Allow creation of secondary units on residentially zoned properties to provide opportunities for affordable rental units or to allow for the housing of extended families.		Through plan check review of secondary unit applications, ensure compliance with regulations, architectural standards, and design guidelines that promote design compatibility with the principle residence and the neighborhood, provide required parking on-site, and minimize privacy impacts on adjoining properties.	Ongoing	Planning	Secondary Units are permitted as of right within residential zoning districts. Each application for a second story secondary unit is reviewed for consistency to the Single Family Design Guidelines and the Zoning Code.
H 2.8: Single Room Occupancy.					
Provide for the development of single room occupancy (SRO) units to provide small affordable units in areas close to transportation services.		Adopt a Single Room Occupancy ordinance to allow the development of new SRO projects.	2012	Planning	The City does not have a Single Room Occupancy ordinance. There were no applications for SRO developments during this reporting period. An SRO ordinance will be developed in conjunction with any request for development of an SRO project.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 2.9: Multifamily Location					
Provide for the development of multi-family housing to create a diversity of available housing types as follows:	1	Maintain multi-family zoning on specified sites consistent with the Land Use Map or Land Use Element policies.	Ongoing	Planning	The locations designated in this policy have been designated as multi-family residential on the Land Use Map and have been reclassified to a multi-family zoning designation. The City has maintained existing land zoned for multi-family use. Multi-family projects have been developed on the Bay Meadows practice track. Additional multi-family development is planned/approved for portions of the Bay Meadows race track.
• Maintain the identified sites on the Inventory of Sites Available for New Housing Development (Appendix A of the Housing Element).	2	Consider during review of Reclassification applications for multi-family districts.			Any future requests for reclassifications to multi-family will be evaluated under the criteria listed in section 2 of this policy as part of the development review process for a specific project.
• Permit reclassification to multi-family zoning of other properties that meet the following criteria:					
a Have adequate size to allow for a self-contained housing development and include adequate on-site parking and usable open space;					
b Have good access to arterial streets and transit nodes;					
c Maintain a reasonable buffer to single-family districts;					
d development at compatible and appropriate densities or are zoned for commercial use.					
H 2.10: Housing Densities					
• Maintain a density range, with densities at the higher end of the range to be considered based on provision of public benefits such as affordable housing, increased open space, public recreational facilities, off-site infrastructure improvements, or location adjacent or near (generally within a half-mile walking distance) transit nodes; (Note: Related		Consider policy during the development review process.	Ongoing	Planning	Regulations to provide for greater density upon provision of public benefits and comprehensive multi-family guidelines have not yet been developed. Both the Measure H (1991) and Measure P (2004) voter initiatives established density ranges in the City. Since 2001, residential development has averaged 77% of the maximum permitted density, and over 80% since 2006. Project specific amenities are analyzed on a case by case basis during the public review process.
• Ensure that inappropriate densities are not permitted for lots of less than one-half acre.					
H 2.11 Senior Project Location.					
Permit senior housing projects on multi-family or non-residentially zoned properties within walking distance of services and transit routes. Continue to provide allowances for density bonuses for senior projects.		Consider during review of reclassification applications to the Senior Citizen Overlay district and Residential Care Facility Special Use Permits.	Ongoing	Planning	The City allows Senior Projects within multi-family and commercially zoned properties. The City continues to promote the development of senior housing through its use of the Senior Citizen Overlay District.
H 2.12: Mixed Use.					
Continue the policy of encouraging residential uses in existing commercial areas, or in locating adjacent or near transit nodes, where the residences can be buffered from noise and safety concerns and can provide adequate on-site parking and usable open space. Provide floor area and/or height bonuses for residential development in selected areas of the City.	1	Permit the construction of housing or mixed-use projects in commercial areas. Encourage mixed use in specific area plans, the El Camino Real Master Plan, and the San Mateo Rail Corridor Transit-Oriented Development Plan. Consider designation in future plans for 42 Avenue.	Ongoing	Planning	Construction of mixed use buildings are permitted in all commercial zoning districts. Applicants developing in specific areas such as the El Camino Real Master Plan and San Mateo Corridor Plan areas are encouraged to develop mixed-use buildings.
	2	Publicize the advantages of constructing housing or mixed-use projects in commercial areas. Publicize the ability to locate residences in commercial areas.			Individual meetings with applicants and comments made by the Planning Commission during public hearings have publicized the desirability of mixed-use development. In addition, the El Camino Real Master Plan and Land Use Transportation Corridor Phase 1 Plan both include provisions encouraging the development of mixed-use projects. Station Park Green (under review) Polo Court (under review) Sunnybrae Townhomes (under review) Hines Development (approved)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 2.13: Transportation Oriented Development (TOD).					
Encourage well-planned compact development with a range of land uses, including housing, commercial, recreation and open space, in proximity to train stations and other transit nodes. Encourage the maximization of housing density where possible	1	Encourage transit-oriented development in locations adjacent or near train stations and other transit nodes.	Ongoing	Planning	The San Mateo Rail Corridor Plan Transit-Oriented Development Plan was adopted by the City Council in 2005. This document and the subsequent specific plan and design guidelines have regulated development in the rezoned Transit Oriented Development (TOD) properties.
	2	Ensure that development proposals conform to the Transit Oriented Development Ordinance and the San Mateo Rail Corridor Transportation Oriented Development Plan.			A TOD ordinance was adopted in 2005 with the associated Corridor Plan, as described above. 2010: Hines project at Hwy 92 & Delaware in the TOD was approved in Aug 2010. 2011: There were 2 TOD projects approved this reporting period. Station Park Green received final planning approval in Jan 2011 and the Ordinance approving the Station Park Green Development Agreement was approved in Feb 2011. The 2000 S. Delaware project was approved in May 2011. 2012: 111 apartments were approved in July 2012 at 2090 S. Delaware.
Program H 2.14: The Homeless.					
Continue existing support for organizations that seek to prevent homelessness. Assist Countywide efforts to address homelessness through participation in the HOPE Program. Although the HOPE program focuses efforts on providing permanent supportive housing rather than emergency shelters, the City must also comply with SB 2 which requires ensuring there are appropriate zones where emergency housing is located as a permitted use. Accordingly, transitional housing is currently permitted to be located in residential districts and commercial districts, while emergency shelters may be located in Regional/Community Commercial districts.	1	Continue existing support, where feasible, for programs and facilities seeking to prevent homelessness.	Ongoing	Planning	City provides continuous representation and participation on the County Continuum of Care focusing on programs for prevention of homelessness and services to homeless families & individuals. City actively participated in development of HOPE San Mateo County, the 10-year plan to end homelessness completed in 2006. The HOT Program (Housing Outreach Team) started as a first year pilot project in 2006 focused on developing a Housing First model for chronically homeless persons in Downtown San Mateo. 2010 was the first full year of operation and the 16 units of permanent supportive housing at The Vendome have had little turnover while continuing to house some of the most chronic formerly homeless individuals. Operations of The Vendome continued through 2013 with minimal tenant turnover. It has proven to be a pilot program that is being duplicated by other jurisdictions who are implementing HOT programs in their communities throughout the County.
	2	Allow emergency shelters as a permitted use in Regional/Community Commercial land use categories consistent with the provisions of SB2, which requires emergency shelters as permitted uses without conditional use permits or other discretionary action. Emergency shelters shall be subject to the same development and management standards that apply to other allowed uses in the designated land use and zoning districts.	Ongoing		The City contributes a 'fair share' payment for operation of a regional emergency homeless shelter for individuals and provides grants to Shelter Network for operation of First Step for Families, a family focused emergency shelter program.
	3	Amend the City's Zoning Ordinance to allow emergency shelters as permitted uses in the C2 and C3 zoning districts (Regional/Community Commercial land use categories).	2010		Zoning Code was amended in 2009 to allow emergency shelters in C2 and C3 Districts as a permitted use. Emergency shelters were also made a permitted use for religious institutions located in residential zoned areas.
H 2.15: Open Choice.					
Continue efforts towards the elimination of discrimination based on race, religion, sex, nationality, age or physical disability that prevent free choice in housing.		Continue implementation of the Fair Housing Resolution, affirmative marketing of city-subsidized housing projects, and provision of available funding for private nonprofit organizations that monitor and provide assistance to those experiencing discrimination in housing choice.	Ongoing	Housing	The City contracts with Project Sentinel to provide Fair Housing services, monitoring and investigation. All housing related projects or services funded by the City include affirmative marketing guidelines and are monitored on a regular basis. City completed an Analysis of Impediments for Fair Housing in 2013

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
REVISED 2/25/2015

(CCR Title 25 §6202)

Jurisdiction City of San Mateo

Reporting Period 1/1/2013 - 12/31/2013

H 2.16: Special Needs Groups.					
Continue existing support for programs that assist special needs groups (the elderly, large families, female heads of households, and the disabled).	1	Continue to support programs particularly designed to accommodate special needs groups. In the past, typical programs have included rehabilitation loans, minor home repair, purchase of land for new housing, Section 8 rental assistance, shared housing, and first- and last-months rent program.	Ongoing	Housing	2009: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations. 2010: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations. 2011: The City provided financial assistance to 7 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. 2012: The City provided financial assistance to 8 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. 2013:The City provided financial assistance to 4 nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations. This years numbers are lower than previous years due to funding cuts.
	2	Finalize the evaluation of governmental constraints to the development and rehabilitation of housing for people with disabilities. Develop strategies to eliminate identified constraints where appropriate. As part of this effort, codify a formal reasonable accommodations procedure as needed based on the findings of the evaluation.	2011	Planning	The City has identified a consultant who will prepare the Reasonable Accommodation Policy in 2013. Reasonable Accommodation Policy to be approved by City Council in 2014.
H 3.1: Sustainability Housing Development.					
Ensure that all existing and future housing, including both single family and multifamily housing, is developed in a sustainable manor.		Adopt a Green Building Ordinance to address sustainability in housing development.	2010	CDD	COMPLETE: The Green Building Ordinance was adopted by the City Council on November 5, 2009 and implementation began on January 1, 2010. 2013: city adopted the latest state Cal-Green code effective January 2014.
Program H 4.1: Energy and Water Efficiency.					
Encourage energy and water efficiency in all existing residential units.	1	**Pilot Program.** Design pilot program to evaluate the condition of existing housing stock in order to implement a program to encourage energy and water efficiency retrofits utilizing the existing Housing Rehabilitation program and/or with other programs and incentives.	2010	Housing	COMPLETE: 2009: As part of the pilot, a door to door energy efficiency survey was conducted in the North Shoreview neighborhood in March 2009 with over 40 volunteers and obtaining 115 responses. As incentive, there were 5 energy audits donated as a drawing for participating households. This marked the achievement of this goal.
	2	**Citywide Efficiency Program.** Design survey instrument to evaluate the condition of existing housing stock citywide and design a program to encourage the energy and water efficiency retrofits utilizing the existing Housing Rehabilitation program and/or with other programs and incentives.	2010	Housing	2009: Developed a marketing plan to promote energy retrofits within existing City Home Repair programs. City signed letters of intent to participate in countywide programs to apply for State Energy Program Grants for energy retrofit program design and municipal bond funding for building retrofits. 2010: Home Energy House Call Program was designed and a request for proposals was issued to provide house calls to residents to review energy & water usage and install efficiency devices such as fluorescent light bulbs, low flow shower heads, etc. Program to be implemented in Summer 2011. 2011: Rising Sun Energy Center was able to provide 385 house calls to residents and hire and train 9 San Mateo youth to perform the house calls during summer 2011. This was accomplished utilizing their California Youth Energy Services program, whose participants far exceeded their original goal of 200 homes. 68% of the households served were low-moderate income. 2012: Since 2009, The City has funded energy retrofits to 13 single family homes through its housing rehabilitation loan program.