

City of Millbrae
Housing Element
~~2007~~2015 - ~~2014~~2023

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~~Public~~ **Public Review Draft**
~~February,~~ **January 2015**

Final

~~Adopted May 28th, 2013~~

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I. Introduction and Background

1. Purpose of the Housing Element

All California cities and counties are required to have a Housing Element included in their General Plan that establishes housing objectives, policies and programs in response to community housing conditions and needs. This Housing Element has been prepared to respond to current and near-term future housing needs in Millbrae. It contains updated information and strategic directions (policies and specific actions) that the City is committed to undertaking to address its housing needs.

Even with the recent ~~downturn-recovery~~ in the economy, ~~which began in the second half of 2008,~~ housing affordability in San Mateo County and in the Bay Area continues to be a challenge for many residents. Millbrae's housing conditions are reflective of many area-wide and even national trends. Over the past thirty years housing costs have skyrocketed out of proportion to many people's ability to pay. Many factors, including government policies, construction costs and high land costs account for the high cost of housing. This has a number of implications for local communities and the region as it becomes more difficult for businesses to fill vacant jobs, and commute times for families increase because they travel longer distances to more affordable housing.

The Housing Element of the City of Millbrae General Plan identifies and addresses housing needs in the city. State law requires that the Housing Element be updated regularly to respond to changing conditions and new laws. Also, the Housing Element must ensure there is space for Millbrae's fair share of new residents. This number was agreed upon by all the jurisdictions in San Mateo County along with the Association of Bay Area Governments (ABAG). This Housing Element is an update of the City of Millbrae's previous Housing Element, which was adopted by the City Council in ~~January 2006~~2013 and certified by the State of California Department of Housing and Community Development (HCD).

2. State Law Requirements and Regional Housing Needs Allocation

State Law Requirements

State law requires each city and county to adopt a general plan that contains at least seven elements including a Housing Element. Regulations governing Housing Elements are found in the California Government Code Sections 65580-65589. Although the Housing Element must follow State law, it is a local document. The focus of the Millbrae Housing Element is on the housing needs, desires and vision of Millbrae residents. Within these parameters, the intent of the element is also to comply with State law requirements that are listed below.

Unlike the other seven mandatory general plan elements, the Housing Element is required to be updated regularly and is subject to detailed statutory requirements and mandatory review by the State of California Department of Housing and Community Development (HCD).

According to State law, the Housing Element must:

- Provide goals, policies, quantified objectives and scheduled programs to preserve, improve and develop housing.
- Identify and analyze existing and projected housing needs for all economic segments of the community.
- Identify adequate sites that will be zoned and available (prior to Housing Element adoption) within the [7-58](#) year housing cycle to meet the city's fair share of regional housing needs at all income levels.
- Be internally consistent with other parts of the General Plan.
- Be submitted to ~~the~~ HCD in order to determine the Housing Element is in compliance with State law.

State Law establishes detailed content requirements for Housing Elements and requires a regional *fair share* approach to distributing housing needs. State Housing Element law recognizes that in order for the private sector to address housing needs and demand, local governments must adopt land-use plans and implement regulations that provide opportunities for, and do not unduly constrain, housing development.

Additionally, the Housing Element should provide clear policy and direction for making decisions pertaining to zoning, subdivision approval, housing allocations, and capital and infrastructure improvements. The housing action program must also identify adequate residential sites available for a variety of housing types for all income levels; assist in developing adequate housing to meet the needs of low and moderate income households; address governmental constraints to housing maintenance, improvement, and development;

conserve and improve the condition of the existing affordable housing stock; and promote housing opportunities for all persons.

Regional Housing Needs Allocation

Within each Housing Element, the State mandates that local governments plan for their share of the region's housing need for all income categories. In the case of the San Francisco Bay Area, the Association of Bay Area Governments (ABAG) and HCD determine the number of housing units that should be produced in the region. This determination of need is primarily based on estimated population and job growth, available land, proximity to transportation and other factors. ABAG then allocates that need for each jurisdiction.

State law regarding Housing Elements was changed in 2004 to allow cities within a county to join together to form a sub-region to administer the State mandated RHNA process at the local level. This law allows the sub-region to receive the sub-regional collective housing allocation from ABAG and then decide on and implement its own methodology to apportion the allocation among the member cities and county. In turn, the sub-regional RHNA process is used to establish the housing need numbers for each jurisdiction's Housing Element update.

For the current Housing Element update, the County of San Mateo, in partnership with ~~all the twenty~~ cities in the county, formed a sub-region responsible for completing its own RHNA process. ~~At its meeting of July 2006, the City Council authorized Millbrae to participate in the countywide sub-region.~~

The San Mateo County sub-region considered several methods for allocating the RHNA to its member jurisdictions. The San Mateo County sub-region adopted a draft methodology and submitted it to ABAG in ~~December July 2012~~²⁰⁰⁶. ~~This and a formal public hearing was held by~~ ~~was reviewed by~~ the RHNA Policy Advisory Committee (PAC) in ~~February from July through September~~ of that year. The final methodology was approved by the RHNA PAC in ~~March 2007~~^{September} and ~~later~~ submitted to ABAG ~~later that month~~.

Based on the allocation methodology approved in ~~March 2007~~²⁰¹², the San Mateo sub-region then apportioned the housing need to the individual jurisdictions. The adopted sub-regional methodology, similar to ABAG's methodology for the current and previous RHNA processes, used weighted factors to develop a formula for each jurisdiction's fair share. Weighted factors included household growth, employment growth, household/employment growth near transit, and regional income allocations. These factors were derived using demographic information, projections, regulations, objectives and policies. The sub-regional allocations were then distributed using these weighted factors for the individual cities.

On January 22, 2013, the Millbrae City Council adopted Resolution No. 13-02 accepting the assigned housing share of ~~452-663~~ units for Millbrae for the ~~2007-2014~~2015-2023 planning period. In addition to determining each jurisdiction's overall housing allocation, the units are also required to be distributed according to income level (e.g., very low, low, and moderate).

The State limits for the ~~very~~ low-, ~~very~~ low-, and moderate-income categories are derived from the income limits updated annually by the U.S. Department of Housing and Urban Development (HUD) and the California Department of Housing and Community Development (HCD). The income limits are based on the median income for the County and are adjusted for household size. Very low-income is defined as a household earning less than 50 percent of the median income. Low-income is defined as a household earning 50-80 percent of the median income. Moderate-income is a household earning 80-120 percent of the median income. For San Mateo County in ~~2009~~2013, the median income for a family of four was ~~\$96,800~~103,000. Because San Mateo County is considered a high cost area, HUD makes some adjustments when calculating the income limits, which results in the very low income and low income limits actually being higher than 50 percent and 80 percent of the median income, respectively.

These legal income limit definitions are often different from the common usage of the terms. For example, a fully employed secretary might be very low income and a firefighter supporting a family might be ~~low~~ income. Specifically, the ~~2012-2014~~ income ranges for a family of ~~three-four~~ for San Mateo County are as follows:

- Extremely Low Income – Under ~~\$30,000~~33,950
- Very Low Income – ~~\$30,001-\$56,550~~33,951-\$56,550
- Low Income - ~~\$56,551-\$79,950~~49,951-\$79,950
- Moderate Income – ~~\$90,799-\$141,250~~79,951-\$141,250
- Above Moderate – Above ~~\$141,250~~126,601

Below is a summary of the RHNA for Millbrae. Approximately ~~39~~44 percent of all housing is required to be affordable to ~~low- and very low-~~lower-income households.

Millbrae RHNA

	Extremely Low Income	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Total
Numbers	52 96	97 54	74 101	87 112	188 257	452 663
Percentages	14.52%	11% 14.55%	16% 15%	19% 17%	42% 39%	100%

Regional Housing Needs Allocation (2015 - 2023)

	Extremely Low Income Up to \$31,650	Very Low Income \$31,651- \$52,750	Low Income \$52,751- \$84,400	Moderate Income \$84,401- \$123,600	Above Moderate Income \$123,601+	Total
Atherton	17	18	26	29	3	93
Belmont	58	58	63	67	222	468
Brisbane	12	13	13	15	30	83
Burlingame	138	138	144	155	288	863
Colma	10	10	8	9	22	59
Daly City	200	200	188	221	541	1,350
East Palo Alto	32	32	54	83	266	467
Foster City	74	74	87	76	119	430
Half Moon Bay	26	26	31	36	121	240
Hillsborough	16	16	17	21	21	91
Menlo Park	116	117	129	143	150	655
Millbrae	96	97	101	112	257	663
Pacifica	60	61	68	70	154	413
Portola Valley	10	11	15	15	13	64
Redwood City	353	353	429	502	1,152	2,789
San Bruno	179	179	161	205	431	1,155
San Carlos	97	98	107	111	183	596
San Mateo	429	430	469	530	1,242	3,100
South San Francisco	282	283	281	313	705	1,864
Woodside	11	12	13	15	11	62
Unincorporated	76	77	103	102	555	913
San Mateo County Total	2,292	2,303	2,507	2,830	6,486	16,418

Source: Association of Bay Area Governments, Final 2014-2022 Regional Housing Need Allocation by County. Yearly Income is based on a family of four.

Millbrae and other San Mateo County Jurisdiction - RHNA for 2007-2014

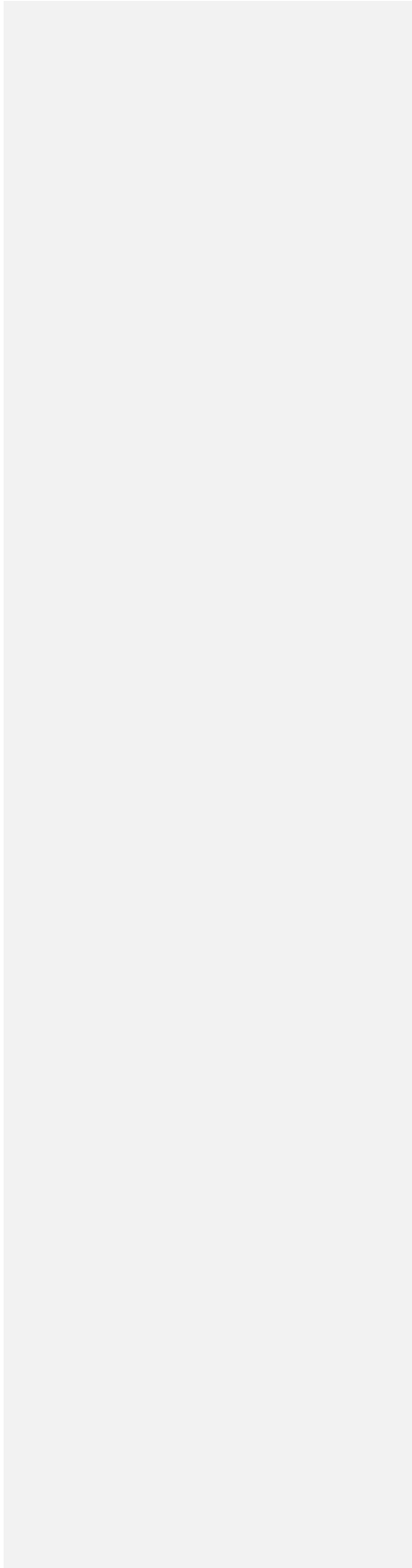
Jurisdiction	Extremely Low Income	Very-Low Income	Low Income	Moderate Income	Above Moderate Income	Total
Atherton	10	19	14	16	34	83

Introduction and Background

Millbrae Housing Element

Belmont	46	91	65	77	166	399
Brisbane	46	91	66	77	167	401
Burlingame	74	148	107	125	270	650
Colma	8	15	11	13	26	65
Daly City	138	275	198	233	501	1,207
East Palo Alto	72	144	103	122	261	630
Foster City	56	111	80	94	201	486
Half Moon Bay	32	63	45	53	115	276
Hillsborough	10	20	14	17	35	86
Menlo Park	113	226	163	192	412	993
Millbrae	52	103	74	87	188	452
Pacifica	32	63	45	53	114	275
Portola Valley	9	17	12	14	31	74
Redwood City	211	422	304	358	772	1,856
San Bruno	111	222	160	188	403	973
San Carlos	69	137	98	116	248	599
San Mateo	348	695	500	589	1,267	3,051
S. San Francisco	187	373	268	315	679	1,635
Woodside	5	10	7	8	16	41
Unincorporated	172	343	247	291	625	1,506
Countywide Total	1,794	3,588	2,581	3,038	6,531	15,738
Countywide Percent	12%	11%	16%	19%	41%	100%

Source: Association of Bay Area Governments (May, 2008)



3. Process for Preparing the Housing Element

Updating the Housing Element is a process that involves many stakeholders. Millbrae has worked closely with community groups, housing providers, developers, and others to ensure that the Housing Element meets the needs of the community.

As described above, the Housing Element update process started in ~~2006-2012~~ with the sub-regional RHNA process.

The cooperation continued in San Mateo County with 21 Elements, an inter-jurisdictional housing cooperative effort. 21 Elements saved time and money, and also allowed for better Housing Elements, because jurisdictions learned best practices from each other. ~~Millbrae was a regular 21 Elements participant.~~

A local government must “make a diligent effort” to involve all economic segments of its population in developing its Housing Element. Efforts to involve the general public in this update of Millbrae’s Housing Element included a community meeting on ~~November~~ October 21, 2014~~2~~ with low income housing advocates. Community members affirmed that senior housing needs are a growing ~~need~~ issue in the community and expressed general support for the ~~continued implementation of strategies identified in the housing element; namely continued implementation of the 2013 housing element.~~

One issue that came up at the meeting and in a subsequent letter to the ~~City~~ is displacement. There is concern that rising rents will result in current residents having to move. In response, the ~~City~~ plans to study this matter in cooperation with nearby jurisdictions facing the same concern—. The intent is that sufficient data can be obtained which can become the basis for future policies to address the issue. ~~(To be edited following City Council discussion)~~

The city has also reviewed the letter sent by the California Building Industry Association and San Mateo County Association of Realtors. We believe we are following all of the best practices that they raise. In particular, the ~~ongoing update and ongoing implementation of the Millbrae Station Area Specific Plan~~ will help facilitate development in an area with tremendous transportation resources. Answers to relevant specific questions are found in this Housing Element.

The community supported the initial directions identified, namely continued implementation of the 2013 housing element. Advocates strongly supported the inclusionary zoning and second units programs. The public was ~~also~~ able to participate in ~~a~~ December 1, 2014 ~~two~~

meetings of the ~~P~~planning ~~C~~ommission (~~October 15th and November 5th, 2012~~) and a ~~meeting of the City Council (November 27, 2012).~~ ~~This~~ All of the ~~Planning Commission and Council~~ meeting ~~was~~ ~~are~~ publicized on the City's website, ~~a~~ local newspapers, ~~flyers~~ and ~~or through other means~~ physical bulletin boards at City Hall and the Millbrae Library. ~~The City Council will review the first draft of the Housing Element on January 13, 2015.~~ The following groups ~~will~~ ~~be~~ personally notified of the ~~City Council~~ meeting: ~~Housing Leadership Council~~, HIP Housing, Mid-Peninsula Housing, HEART, Bridge Housing, ~~Mental Health Care Association of San Mateo County~~, Legal Aid Society of San Mateo County, and InnVision Shelter Network. Millbrae ~~has~~ also benefited from 21 Elements' efforts to solicit input from hard to reach populations. Through 21 Elements, non-profits representing seniors, homeless and low income households, all were able to offer input on Housing Element priorities. 21 Elements also brought in experts on mixed-use and other market rate developers to share their insight.

~~The Planning Commission reviewed the first draft of the Housing Element in 2012 and made recommendations to the City Council. Additional steps will include review by HCD, with changes as necessary, additional public review by Planning Commission, public review and adoption by City Council, and certification by HCD. After making appropriate changes, the Housing Element was brought before the Planning Commission in March 2013 and the Council in April and May 2013. Additional steps will include review by HCD, additional changes as necessary, additional review by Planning Commission, adoption by City Council and certification by HCD.~~

4. Overview of Accomplishments under Previous Housing Element

New Units (1999–2007)

Millbrae has had many significant accomplishments in the previous planning period which lasted 2007-2014, but development was generally slow because of the nationwide economic recession and housing market downturn.

Amendments to the Zoning Code

The City has made many of the zoning code changes as described in the previous Housing Element. In January 2015 the City did the following:

Homeless (Emergency), Transitional, and Supportive Housing

The City Council initiated a zoning amendment to comply with SB 2. Specifically, it changes homeless (emergency) shelters from a conditional use to a permitted use in the “C” (Commercial) Zone while maintaining them as a permitted use in the “I” (Industrial) Zone. There are over 40 acres of commercially and industrially zoned property within 1/2 of mile of the Millbrae BART/Caltrain Station.

Reasonable Accommodation for People with Disabilities

The City Council initiated a zoning amendment to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The ordinance provides a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City. The requests can be approved by staff.

The City will continue to designate the Building Official to coordinate ADA compliance activities and address questions, concerns, complaints, and requests regarding accessibility for people with disabilities.

Definition of Family

The City Council initiated a zoning amendment to create a definition of “family” that is compliant with federal and state law. Specifically, it states the following:

“Family” means any individual or group of two or more individuals occupying a dwelling unit where all residents share living expenses, chores, and other household responsibilities, and/or form social, economic, and psychological commitments to each other. A family includes the residents of residential care facilities and group homes for people with disabilities. A

family does not include institutional group living situations such as dormitories, fraternities, sororities, monasteries, convents, military barracks, or commercial care facilities such as retirement centers, nursing homes, and the like, or commercial group living arrangements such as boardinghouses, rooming houses, and the like.

All three zoning amendments are anticipated to take effect by March 2015.

Density Bonus

City staff has been preparing an ordinance to implement the Density Bonus law, which will be finished in the coming months.

Update of the Millbrae Station Area Specific Plan

The City is undertaking a process to update the Millbrae Station Area Specific Plan (MSASP) and supporting EIR. The MSASP, initially developed and adopted in 1998, will guide future public improvements and private development in the Plan Area over the next 25 years. The MSASP will re-establish a vision and framework for new and intensified, transit-oriented, mixed-use development to bring economic growth in terms of employment, housing, and commerce, to Millbrae and improve the quality of life of its residents. It is envisioned that the Plan Area will be developed with a mix of multi-family residential, office, hotel, restaurant, and retail uses, with complementary public and private open spaces and amenities.

Approval of the updated MSASP will require amendment of the City's General Plan to ensure consistency between the two plans. Buildout of the MSASP would result in approximately 1,653,000 square feet of office, 275,000 square feet of retail space, 1,750 residential units, and 360 hotel rooms. Consistent with Sections 15168 of the CEQA Guidelines a program-level EIR will be prepared to analyze the potential impacts of adopting and implementing the new Plan. Upon completion in 2015, the new MSASP will seek to accomplish the following objectives for the Plan Area:

- Update and define the vision
- Create goals and policies intended to facilitate achievement of the vision
- Designate land for uses that implement the vision
- Update development standards for the form and physical design of new development
- Provide recommendations for circulation and physical improvements required to support future build out
- Provide an implementation strategy and conceptual financing plan for achieving the goals

Grand Boulevard Zone

In 2010, as part of a major overhaul to the City’s Zoning Ordinance, a new zoning district “Grand Boulevard Planned Development” was added. The purpose of this zone is to facilitate intensified redevelopment of the El Camino Real corridor through pedestrian-oriented, transit-oriented, mixed-use projects. It enables the use of regulations that are more flexible than those prescribed in other zoning districts. When applied to individual sites, this district grants variability in the size and placement of structures and other site improvements while protecting public health, safety, welfare, comfort, and convenience. It establishes the procedures for securing the Grand Boulevard Planned Development zoning classification and for reviewing development plans for any project proposal for “GBPD” zoning. Although, to date, no parcels have been rezoned to this classification, the zone is a readily available tool for use by developers to achieve higher development densities and a greater variety of land use mixes compared to conventional zoning.

New Units

Many units were built in accordance with the Millbrae Station Area Specific Plan (MSASP), which was adopted in 1998 and set a vision for ~~re~~development of the 116 acres ~~in and~~ around the BART/CalTrain Station. The MSASP automatically conferred ~~ed~~ special Millbrae Station Area Planned Development (MSAPD) zoning upon upon land for which qualifying redevelopment projects are approved that land. for The intent is to achieve high ~~er~~ density housing, retail, restaurant, office, hotel, and entertainment in a mixed-use, transit-oriented setting. The City and (formerly the Redevelopment Agency) have facilitated new development within the MSASP area to create a high quality image at the primary main gateway into the city, to implement the pedestrian and transit orientation of the Plan, and to attract new revenue sources for the City ~~and Agency~~. Since Millbrae is a small city and almost completely built out, the MSASP area possesses the greatest potential for the future growth and development of the city. ~~The City also implemented a downtown planned development zoning district that also facilitated new housing.~~

There have been a number of major developments in the last Housing Element period:

- Pinedera – This Pinedera, a 54 unit apartment complex, built to condominium standards, with a central courtyard and about 11,000 square feet of ground floor commercial space, opened in 2014 after beginning construction in 2012. The units, all but two of which are market rate, are a



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mix of two and three bedrooms.
Construction began in 2012.

- 88 South Broadway – Construction for this project started in 2003 and the project opened in 2007. It consists of 105 multi-family (condominium) units within three separate buildings arranged around a central courtyard over a podium that conceals two levels of parking. There is also approximately 6,500 square feet of ground floor commercial space (below the podium level). This project includes 11 below market rate units.



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~~88 South Broadway – Construction for this project started in 2003 and the project opened in 2007. It consists of 105 multi-family (condominium) units within three separate buildings arranged around a central courtyard over a podium that conceals two levels of parking. There is also approximately 6,500 square feet of commercial space (below podium level). This project included 11 below market rate units.~~

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- Park Broadway – Construction for this project started in 2006 and it opened in 2009. It consists of 110 multi-family (condominium) units, including 13 “live-work” units, arranged around a central courtyard over a podium that conceals two levels of parking. The “live-work” units may be

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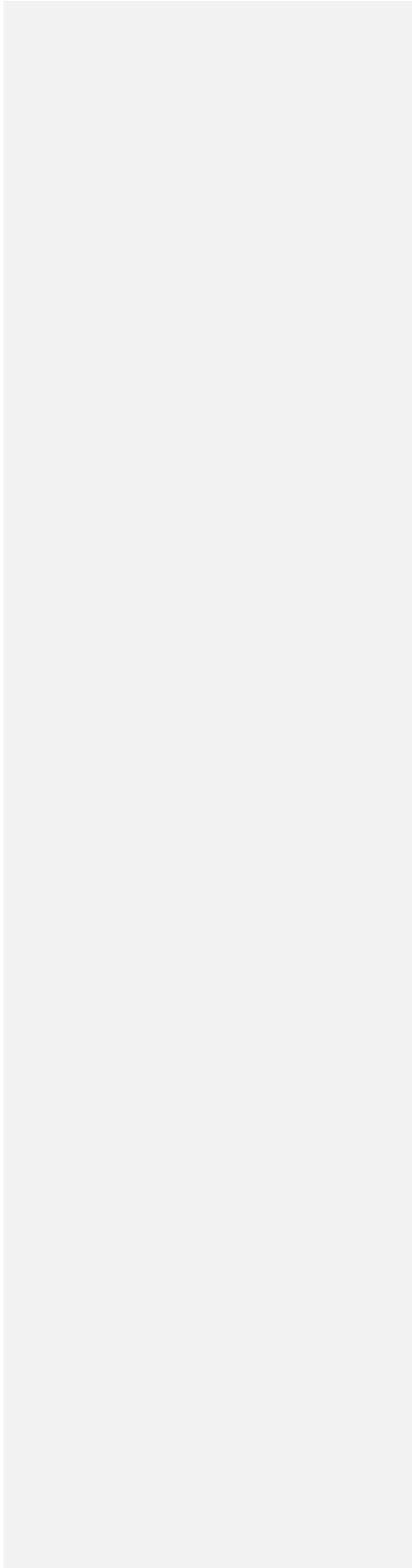
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occupied as residential only, commercial only, or both. This project included 8 below market rate units.

□

- Belamor – Construction for this project started in 2007 and the project opened in 2010. It consists of 142 condominium arranged around a central courtyard over a podium that conceals two levels of parking. There is also approximately 19,500 square feet of commercial space (below the podium level).~~approximately 19,500 square feet of commercial space (below podium level).~~







▪—Magnolia of Millbrae (once known as Chadbourne Senior Housing)—In 1999, a project for 158 senior rental units was completed at the Chadbourne School site. In order to support the development, the City increased the number of units allowed from 84 to 158, extended approvals repeatedly, and sponsored bond financing for

development to provide low and moderate income housing. Thirty two affordable units were produced.

▪Downtown Area—A number of other smaller developments have also occurred during the previous Housing Element period. The City has successfully encouraged new housing above retail in downtown by allowing developers to make one time contributions to the parking fund in lieu of providing spaces. For example, in 2002 the 16 Mile House was approved for five new units on a new second floor above existing retail (although these units were never built).

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Total Units Built ~~1999~~2007–2014 (Previous Housing Element Period)~~07~~

Description	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Total
Pinedera	1	1	0	52	54
88 S. Broadway	0	1	10	94	105
Park Broadway	0	0	8	10 2	110 9
Belamor	0	0	0	142	142
Duplexes (total units)	0	0	0	196	196
Single Family Houses	0	0	0	1123	1123
Total	0 132	1 2	18	3510 4074	3744 2856+

Conserved/Preserved/Rehabilitated Units by Income Level ~~Units~~

~~In the last Housing Element, Millbrae set a target of 120 units to be conserved (or to have the affordability preserved) through the BMR program. (Going forward, identifying BMR units as conserved is not a logical classification, because most BMR units are new construction. In this Housing Element, BMRs are addressed in the new construction section). As noted above, 5191 Below Market Rate units were created in the planning period. Despite challenges associated with the housing downturn, Millbrae was able to complete the renovation of the Delores Lia Apartment Complex. The project consists of 6 studio units, 16 one-bedroom units and 5 two-bedroom units with ancillary community space and both surface and garage parking. The city originally loaned Bridge Housing \$5 million to purchase and renovate the property. The city later added \$700,000 of additional funding in a deal that saw the property transfer to a new developer, Pacific West Properties.~~

Millbrae achieved more than its target number of Section 8 vouchers. It identified 50 as a goal and, as of ~~2008~~2014, had ~~69~~73 households using the vouchers.

~~The City had set a goal of 40 Conserved/Preserved or Rehabilitated units. No additional units besides the 27 Delores Lia units were Rehabilitated and Conserved.~~

~~The City made 9 first time homebuyer loans to low and moderate income school district employees.~~

Rehabilitated Units

~~The City identified a target of 20 rehabilitation loans and 20 energy conservation loans. The County of San Mateo Department of Housing was going to take the lead with housing rehabilitation and PG&E and the North Peninsula Neighborhood Service Center were going to take the lead with weatherization. The City has no further information on the status of these loan programs, which are managed by agencies outside of the City~~

Additional Information

See the Appendix for additional information about accomplishments, including an analysis of all policies and programs identified in the previous Housing Element.

5. Key Population and Housing Job Trends

A housing crisis in the Bay Area has been an evolving phenomenon over the past 30 years as high demand (and need) has continually exceeded supply and affordability. Most of this demand, approximately 75 percent of it, comes from natural population growth (births minus deaths). Specifically, this demand is from all the children who graduate high school or college and need places to live. A little under a quarter of the demand has come from people who move to the Bay Area for jobs. And, finally, a small percentage of the demand comes from household size decreasing — with more people living on their own (like seniors who are living longer or single parents), even if our population stayed the same, we would still need new houses. At the same time, ongoing troubles with the economy and the mortgage market has presented a new category of challenges.

Additionally, there has been a substantial movement in the Bay Area, intensified by concerns about climate change, to find ways to grow sustainably. That is, to encourage regional development patterns that are more compact, transit-oriented, pedestrian-oriented, attractively designed, and highly livable. A central focus of this movement — the very foundation for achieving a more sustainable and livable Bay Area — is rethinking the way in which housing is planned, designed, rehabilitated, preserved and managed in conjunction with transportation systems, jobs and services.

Region Wide Trends

Rise of the Millennials. The Millennial generation (ages 20-34) has a preference for dense, mixed-use, walk-able and bike-able communities. Many have speculated that Millennials may be a “generation of renters,” but as the economy improves and as Millennials age, this conclusion may change.

Growing senior population. Over the next decade and a half, the number of seniors in San Mateo County will increase by 76 percent. Millbrae currently is home to approximately 2,340 seniors, and has a median age (45) ten years older than California’s median. Advanced planning will be necessary to ensure the opportunity for seniors to age safely in the communities where they reside.

Worsening workforce-housing shortage. San Mateo County is projected to see notable job growth over the next decade, and about 40 percent of these jobs will pay lower income wages. San Mateo County already has a severe workforce housing shortage in general caused by years of rapid economic growth and slow housing growth. By 2025, the Department of Housing projects that the County’s housing supply will only meet 1/3-1/2 of the demand.

ABAG predicts that Millbrae in particular will see rapid job growth: a 33 percent increase between 2000 and 2025.

Increasing ethnic diversity. According to 2010 U.S. Census data, San Mateo County is a “majority-minority” county — that is, no one racial group makes up over 50 percent of the population. The two racial groups growing the most rapidly in San Mateo County are Asians and Latinos. According to the regional Plan Bay Area, adopted on July 18, 2013, Latinos will emerge as the largest ethnic group, increasing from 23 percent to 35 percent of the total population in the Bay Area by 2040.

Millbrae Trends

Aside from the Bay Area trends identified above, there are some local Millbrae specific trends. Below are key findings of the housing needs analysis that summarize important trends and considerations for the Housing Element. Many pages of additional analysis and sources can be found in the Appendix.

As of January 2013³⁴, Millbrae had a total population of 22,238605. According to census data, Millbrae’s population grew by four percent from 2000 to 2010. However, the Association of Bay Area Governments (ABAG) predicts that Millbrae’s growth will pick up over the next two decades, bringing the population to 25,700 by 2030.

Almost two-thirds of the housing units in Millbrae are single-family detached homes, and a similar proportion are owner-occupied. Millbrae has a total of 8,562 homes, a six percent increase since 2000. In addition, Millbrae has very low vacancy rates.

41 percent of Millbrae’s households are lower-income. Millbrae’s median household income was \$92,700 (in 2011), which is comparable to the countywide median of \$92,000. A relatively large percent of Millbrae’s households are lower income. Specifically, 11 percent are extremely low income.

Rents have increased significantly in the past several years. Rents in Millbrae have been rising since 2010, and have currently exceeded pre-housing crisis rates.

For-sale housing prices are high, rising, and unaffordable to many households. As of October 2013, the median sales price for a single-family home in Millbrae was \$1.2 million and the median sale price for a multi-family home was \$635,000. According to Zillow, home

prices in Millbrae have increased by more than a quarter over the past year. For-sale homes in Millbrae are unaffordable for households earning a moderate income or less.

Many households are overpaying for housing. Most households earning less than \$75,000 annually are overpaying for housing in Millbrae. In particular, almost all renters and more than half the homeowners earning less than \$35,000 are overpaying.

- ~~**Millbrae has good mix of housing types.** Millbrae has a good mix of housing types with about 40 percent of the units being single family detached homes, 20 percent single family attached, six percent in structures of two to four units, and 36 percent in structures with five or more units. Most neighborhoods in Millbrae will continue to be primarily made up of single family homes in the foreseeable future.~~
- ~~**People of all income levels live in Millbrae.** About 40 percent of the City of Millbrae's households meet the state definition of lower income. The exact income category of a household is dependent upon the size and overall income of the household, but for a family of four the threshold is \$86,000.~~
- ~~**Millbrae is expected to gain jobs and population in the future.** The city is expected to gain approximately 2,900 residents and 2,750 jobs between 2005 and 2025.~~
- ~~**Market rate ownership housing continues to be affordable only to above moderate income households.** Even with reduced prices for townhouses and condominiums during 2009, market rate for sale housing is only affordable to households that are above moderate income.~~
- ~~**Market rate rental housing has historically been affordable to moderate income households.** While rents in Millbrae are generally among the highest in the county for all size units, a good portion of market rate rental housing have been affordable to moderate income households. However recently, rents have increased ten to 18 percent per year, which means many working families are being priced out.~~
- ~~**The senior population in San Mateo County is projected to increase by 72 percent by 2030.** According to the San Mateo County Health Department and other sources, the numbers of seniors in the population will increase significantly over the next several decades, with older seniors seeing the largest growth. In the year 2030, seniors will be more diverse than today, with the greatest increase in Latino and Pacific/Asian. San Mateo County is an expensive place for seniors and has the~~

~~highest cost of living of anywhere in the state for seniors who rent. Most seniors, 93 percent in some surveys, prefer to grow older in the same place (stay in their homes as they age) or stay in their community.~~

- ~~▪ Many families struggle with high housing costs. Approximately 71 percent of renters and 46 percent of owners spent more than 30 percent of their income on housing.~~

6. Assisted Rental Housing at Risk of Conversion

Government Code Section 65583 requires each city and county to conduct an analysis and identify programs for preserving assisted housing developments. The analysis is required to identify any low income units that are at risk of losing subsidies over the next 10 years (~~2009~~2015-2019~~2025~~). The termination of federal mortgage and/or rent subsidies to housing developments built by the private sector is a potential threat to affordable housing throughout the country.

In 1997, the City of Millbrae acted as issuer for 30-year, tax-exempt bonds for Magnolia of Millbrae. The bonds were tax-exempt because Magnolia agreed to reserve 32 units for very low income residents for at least 15 years (if the bonds were prepaid) and up to 30 years (if the bonds were not prepaid). The minimum 15-year period of affordability began in approximately April 1999. The owner refinanced his bonds to take advantage of current, low interest rates. The city approached the owner to discuss options to extend the affordability, but the owner was not interested. The units will revert to market rate soon.

There are no other at risk units in Millbrae.

~~In 1997, the City of Millbrae acted as issuer for 30-year, tax-exempt bonds for Magnolia of Millbrae. The bonds were tax-exempt because Magnolia of Millbrae agreed to reserve 32 units for very low income residents for at least 15 years (if the bonds were prepaid) and up to 30 years (if the bonds were not prepaid). The minimum 15-year period of affordability began in approximately in April 1999. The City understands that that Magnolia of Millbrae's owner has prepaid the bonds to take advantage of favorable interest rates, thus the affordability restrictions may ended in April 2014. The City will study means to preserve the affordability of these units.~~

7. Consistency with the Millbrae General Plan

The Millbrae General Plan serves as the constitution for development in the City of Millbrae. It is a long-range planning document that describes goals, policies and programs to guide land use decision-making. Once the General Plan is adopted, all development-related decisions in the City must be consistent with the Plan. If a development proposal is not consistent with the Plan, it must be revised or the Plan itself must be amended. State law requires a community's General Plan to be internally consistent. This means that the Housing Element, although subject to special requirements and a different schedule of updates, must function as an integral part of the overall General Plan, with consistency between it and the other General Plan elements.

The Housing Element addresses all State requirements. It contains information on housing constraints and actions to deal with those constraints. The most recent update of the Housing Element occurred in ~~2006-2013~~ and utilized ~~2000-2010~~ Census data on population, housing, employment, and income, ~~supplemented with data from 2001 to 2005 on those same categories plus land use and construction data.~~ This new update of the Housing Element utilizes ~~2010-2012 American Community Survey Data (US Census), supplemented with later data as available.~~ ~~data with supplemental data available since then.~~

The Housing Element includes information on the number of units required to meet Millbrae's housing need and its share of the regional need. Sites with development potential in accordance with the City's housing needs are evaluated. The entire General Plan, including this revised Housing Element, reaffirms the following goals of the City by:

- (1) Acting as a guide for municipal ~~decisions which~~ decisions that affect the quality and quantity of housing.
- (2) Maintaining housing growth within limits of available services.
- (3) Maintaining Millbrae's present quality of life by balancing the availability of housing with other environmental considerations.

The adoption of the updated Millbrae Housing Element will be processed as an amendment to the Millbrae General Plan. Because the General Plan must be internally consistent, it is important that the policies in the other elements, including Land Use, Circulation, Open Space, Conservation, Safety, and Noise are compatible with the goals, policies, and programs developed in the Housing Element. As part of the Housing Element update, the City has reviewed the other elements of the General Plan to assess the need for housing-related policy changes. No changes were found to be necessary.

~~Based on the recommendations of this Housing Element, a modification will be needed to the City's Zoning Ordinance to allow a homeless facility and second units as use "by right." (This does not mean a homeless shelter will be built, merely a change in the zoning ordinance.) These modifications to the Zoning Ordinance text are described later in this document. But these changes will not affect the General Plan~~

7

II. Housing Policies, Programs and Goals

1. Overview

The Housing Element's intent with respect to housing needs in Millbrae is expressed in two ways. The first is in the form of a vision, goals and objectives sought by the community. A goal is the ideal we strive for — or the desired state of things. Objectives are defined steps toward a goal, which measure progress and should be expressed in quantified terms or targets. State law requires that the City's housing objectives establish targets for the number of housing units that can be constructed, rehabilitated or conserved between 2015⁰⁷ and 2023¹⁴.

The second, and more specific aspects of the Housing Element, are policy statements and implementation programs. These describe the way citizens, local government, and other involved agencies or organizations can achieve objectives, and move closer to the City's goals. Policies establish a recognized community position on a particular subject. Programs are more detailed actions that the City, or other specific entities, intends to implement to ensure the attainment of the Housing Element's goal and objectives. The discussion below provides summary information on key trends and issues facing the City of Millbrae as they relate to the Housing Element.

2. Housing Goals and Strategies

The City's housing goal is to promote the social and economic diversity of the City by encouraging safe and affordable housing for all social and economic segments of the community. Sub-goals are to:

- Goal H1 Reinforce the City's Commitment to Meeting Housing Needs
- Goal H2 Protect and Enhance Existing Housing, Community Character and Resources
- Goal H3 Provide New Housing and Address Affordable Housing and Other Special Needs

|

3. Housing Policies and Implementation Programs

Goal H1 – Reinforce the City's Commitment to Meeting Housing Needs

Policies

H1.1 **City Leadership.** Provide an active leadership role in helping to attain the objectives of the City's Housing Element by following through on the actions prescribed in the Housing Element in a timely manner and monitoring progress annually to review housing goals and target achievements.

H1.2 **Public Participation.** Encourage and support public participation in the formulation and review of the City's housing policy, including encouraging neighborhood level planning and working with community groups and the building and real estate industry to advocate programs which will increase affordable housing supply and opportunities.

H1.3 **Cooperation with Other Public Agencies and Non-Profits.** Continue participation in countywide housing assistance programs and coordinate with other public agencies and non-profit housing sponsors in the use of available programs to provide lower-cost housing in Millbrae. As appropriate, cooperate in countywide collaborative projects, such as 21 Elements.

H1.4 **Development Opportunities.** Identify opportunities to promote appropriate development without Redevelopment Agencies.

H1.5 **Equal Housing Opportunity.** Promote equal housing opportunities for all Millbrae residents and ensure provision of housing opportunities for all people. The City will take appropriate actions when necessary to ensure that the sale, rental, or financing of housing is not denied to any individual on the basis of race, sex, national origin, religion, age or other arbitrary factors.

Implementing Programs

HIP-1 **Future Housing Element Updates.** The City will update its Housing Element consistent with State Law requirements.

Timeline: Next update by ~~July, 2014~~2023.

Responsible Agency: Community Development Department.

HIP-2 ~~Technical Assistance~~**Coordination with ~~to~~ Non-Profits.** ~~If staff resources are available, t~~The City will ~~provide technical assistance to meet with both profit and non-profit groups organized to encourage provision of affordable housing providers and representatives as needed and sponsors of affordable housing projects and programs.~~ The City will ~~actively partner with these groups to ensure affordable housing can be built in Millbrae. The City will listen to the suggestions of these groups and if possible and appropriate will accommodate their needs.~~ ~~facilitate provision of affordable housing by providing technical assistance in accessing various funding sources, replicating successful affordable housing models, and streamlining the review process for proposed projects.~~The Community Development Director will act as a liaison role to housing groups.

Timeline: Ongoing.

Responsible Agency: Community Development Department.

HIP-3 ~~Tracking of Housing Activity~~**Annual Housing Element Reporting.** The City will ~~complete the annual Housing Element Progress Report. It will~~ provide a statistical summary of residential building activity tied to various types of housing, household need, income and Housing Element program targets. ~~The City will look for opportunities to streamline reporting requirements.~~

Timeline: Annually.

Responsible Agency: Community Development Department.

HIP-4 **Community Outreach.** The City will improve citizen awareness of rehabilitation and disaster assistance loan subsidy programs, code enforcement, energy conservation programs, fair housing laws and affordable housing programs by: (a) providing information pamphlets on the programs at City Hall and the library and with water bill inserts; (b) contacting neighborhood groups and associations; (c) providing special presentations to community groups periodically; and (d) providing public information through articles in the local newspaper and with cable TV public service announcements. ~~In addition, the City will contact community service clubs and organizations to determine their interest in establishing a volunteer labor assistance housing improvement program for homeowners physically or financially unable to maintain their properties.~~

Timeline: Completed by ~~2016~~20142023, then ongoing. **Do you mean 2015?**

Responsible Agency: Community Development Department.

HIP-5 **Non-Discrimination.** Increase public awareness through handouts of anti-discrimination laws and policies and of recourse available in case of violation. To ensure that the sale, rental, or financing of housing is not denied to any individual on the basis of race, sex, national origin, religion, age, or other arbitrary factors, Millbrae will [help](#) ensure that State and federal laws are adhered to regarding fair housing. The City, through its Community Development Department, will refer discrimination complaints to the appropriate legal service, County, or State agency. The City will assist local non-profit organizations, as appropriate, to provide public information and education services.

Timeline: [Ensure handouts are available by 2018, then ongoing.](#)

Responsible Agency: Community Development Department.

Goal H2 – Protect and Enhance Existing Housing, Community Character and Resources

Policies

H2.1 **Regulation of Conversions.** The City will conserve rental housing stock by minimizing condominium conversions in order to avoid depleting the already inadequate number of rental units.

H2.2 **Maintenance and Rehabilitation of Existing Housing.** Promote maintenance and rehabilitation of structures in poor condition and upgrade units lacking adequate kitchen and plumbing facilities. Encourage property maintenance measures designed to maintain the existing housing stock in its overall good condition and encourage rehabilitation to the extent possible and when necessary for low and moderate income homeowners and rental property owners with lower income tenants.

H2.3 **Energy Conservation in Existing Housing.** Encourage energy conservation measures in rehabilitation projects. Encourage owners of existing residences to adopt energy conservation measures and promote energy conservation programs ~~which~~ [that](#) provide assistance for energy conservation improvements.

H2.4 **Energy Conservation in New Housing.** Promote the use of energy conservation in residential construction by incorporating energy conservation in all new residential development. New homes shall meet State standards for energy conservation.

H2.5 **Rental Assistance Programs.** Continue to publicize and participate in federal rental assistance programs such as Section 8 and the Housing Voucher programs.

H2.6 **Protection of the Rental Housing Stock.** Promote the retention of rental units and encourage rental subsidy programs ~~which~~ that can be applied to existing housing.

H2.7 **Community Preservation.** Assure the retention of the single-family character of older residential areas. Protect residents and maintain the housing stock by enforcing the housing and other codes for all types of residential units. As neighborhoods age, the City should provide all possible assistance for housing rehabilitation and maintenance measures through aggressive code enforcement and community preservation.

H2.8 **Home Sharing.** Encourage and facilitate house sharing in appropriate locations where it would provide housing for low and moderate income residents and not significantly impact the neighborhood (parking, access, etc.).

H2.9 **Housing Design.** Protect the character of existing residential neighborhoods and provide stable, safe and attractive neighborhoods by ensuring excellence in project design consistent with existing community character (architecture, site planning, amenities, etc.).

H2.10 **Application of Existing Regulations and Guidelines.** Provide and apply regulations and guidelines to promote the maintenance and protection of existing residential areas.

Implementing Programs

HIP-6 **Continue ~~and to~~ Improve Code Enforcement.** Continue the City's existing code enforcement program and consider expansion of the program to assure compliance with basic health and safety building standards and appropriate permits, potentially including: (1) resale inspections of single family homes; ~~(2) rental housing inspections;~~ and ~~(3)~~ public outreach and education. In addition, continue the mandatory fire code inspection program.

Timeline: Ongoing.

Responsible Agency: Community Development Department and Fire Marshall.

HIP-7 **Encourage Rehabilitation Loans.** The City will encourage energy conservation, rehabilitation loan and disaster assistance programs to the extent possible given program funding criteria and local need. The city will facilitate greater participation in the program by advertising on the city website, in City mailings and by providing information at the Building Department counter.

Timeline: Ongoing.

Responsible Agency: San Mateo County Housing Authority, San Mateo County Department of Housing, ~~and~~ and the Community Development Department.

HIP-8 **Contact Property Owners of Substandard Units.** Within current staffing limits, establish a program of contacting owners of structures that appear to be in declining or substandard condition, offer inspection services, advertise and promote programs that will assist in funding needed work.

Timeline: Ongoing.

Objective: Improvement of four very low/extremely low, four low and twelve moderate income units to current health and safety standards (average five units per year) by ~~2014~~2022.

Responsible Agency: Community Development Department.

HIP-9 **Energy Conservation Assistance.** Publicize energy conservation programs and weatherization services that are available to provide subsidized or ~~at-cost~~ inspection and ~~corrective improvement~~action. The City ~~can will use funds~~help publicize programs such as ~~those offered by PG&E, as available, to assist lower income residents to weatherize their homes or make other energy conservation home repairs.~~

Timeline: ~~Ongoing~~Annually.

Objective: Weatherization of ten very low/extremely low and ten low income units by ~~2014~~2023.

Responsible Agency: PG&E, North Peninsula Neighborhood Service Center, San Mateo County Department of Housing-, and Community Development Department.

HIP-10 **Increased Energy Conservation.** Apply Title 24 energy conservation requirements, and, where possible, require structural design to make use of natural heating and cooling and require landscape design to be drought tolerant.

Timeline: Ongoing.

Responsible Agency: Community Development Department.

HIP-11 **Rental Housing Assistance.** Encourage landlords, tenants and developers to participate in the Housing Authority Section 8 Rent Subsidy Program. Maintain descriptions of current programs and contacts at City Hall to provide to interested persons.

Timeline: ~~Develop by 2018 and then~~ Ongoing.

Responsible Agencies: Community Development Department- and San Mateo County Housing Authority.

HIP-12 **Condominium Conversion Regulation.** Continue the existing controls on conversions of rental units to condominium.

Timeline : Ongoing.

Responsible Agency: Community Development Department.

HIP-13 **Neighborhood Conservation.** Continue the maintenance and enhancement of public facilities, such as streets, water supply, and drainage, in residential neighborhoods by allocations from the general fund, gas tax revenues, Block Grant funds and, where appropriate, through assessment districts, or as conditions of development. ~~First priority areas are areas east of El Camino and the area north of San Jose Avenue.~~

Timeline: ~~2014~~ 2023 Ongoing

Responsible Agencies: Community Development Department and Public Works Department.

HIP-14 **Home-sharing.** Continue to support HIP Housing Home Sharing Program as part of a collection of policies, programs and practices for addressing the housing needs of those at the lowest income levels including seniors, those living with disabilities, those at risk of homelessness and female head of households. ~~Continue the City's relationship with the Human Investment Project in implementing the homesharing program.~~

Timeline: ~~2014~~ Ongoing

Objective: Ten very low income, five low income and one moderate income households (16 households per year).

Responsible Agency: Human Investment Project.

Goal H3 – Provide New Housing and Address Affordable Housing and Other Special Needs

Policies

H3.1 **Housing for New Employees and their Families.** Given the increase in commercial and retail development expected through build-out of the city, encourage an adequate supply and variety of rental and ownership housing that meets the needs of new employees and their families.

H3.2 **Planned Development Process.** Encourage the use of the planned development process to achieve a diversity of housing types and tenure and to provide greater choice for residents and workers in Millbrae.

H3.3 **Mixed-Use Development.** Encourage mixed residential/commercial uses on those parcels where a mix is feasible and appropriate, consistent with the General Plan, through the following and other means: (1) increased densities; (2) reduced unit sizes; and (3) allowances for required ground-floor retail.

H3.4 **Second Units.** Develop a second unit ordinance to allow auxiliary housing units where appropriate.

H3.5 **Affordable Housing.** Improve the balance of housing type, tenure and affordability by encouraging development of housing at appropriate sites/locations to serve various income levels, and utilize available programs to achieve affordable housing.

H3.6 **Incentives for Affordable Housing.** Continue to approve housing at higher densities when affordable units are provided, consistent with environmental constraints, surrounding development patterns and design excellence (architecture, site planning, amenities, etc.). To the extent they are feasible and workable at a given location, the City will offer a density bonus and other incentives, such as reduced fees, cost-saving site design techniques, reduced parking requirements, smaller unit sizes, fast-track project review, and other methods of reducing the total cost of internal roads and utilities serving the development.

H3.7 **Density Bonuses for Affordable Housing Projects Consistent with State Density Bonus Law.** The City will offer density bonuses of at least 25 percent and at least one other incentive, consistent with the State Density Bonus Law (Government Code Section 65915), for projects which include at least: (a) 20 percent of the units for lower-income households; or (b) 10 percent of the units for very low income households; or (c) 50 percent of the units for senior citizens. When in the interest of the city, offer larger density bonuses. Until the city adopts a density bonus law, continue to follow state law by offering the incentives outlined in state law.

H3.8 **Resale Controls on Owner-Occupied BMR Units.** Require resale controls on owner-occupied BMR units to ensure that affordable units provided through public assistance or public action are retained for 45 years as affordable housing stock, [with the 45 year period resetting at each resale.](#)

H3.9 **Rent and Income Restrictions on Rental BMR Units.** Require rent and income restrictions on rental BMR units to ensure that affordable units provided through public assistance or public action are retained for at least 55 years as affordable housing stock.

H3.10 **BMR Eligibility Priorities.** In order to meet a portion of the City's local housing need, consistent with Association of Bay Area Governments (ABAG) Housing Need Determinations, and as a traffic mitigation measure, the City will, to the extent consistent with applicable law, consider offering a portion of the BMR units in a project for City employees, school district employees, and other people working in the City of Millbrae.

H3.11 **Innovative Housing Approaches.** Encourage innovative housing approaches in financing and design of units to increase the availability of low and moderate income

housing, including encouraging cooperative and joint ventures between owners, developers and non-profit groups in the provision of BMR housing.

H3.12 New Housing Eligible for Subsidy. Encourage new projects to pursue subsidies to reduce the cost of the units, such as Section 8, home-sharing, first time homebuyer, or similar programs which provide very low, low and moderate income housing.

H3.13 Housing Opportunity Areas. Given the diminishing availability of developable land, the City will identify housing opportunity areas and sites where a special effort will be made to provide affordable housing consistent with other General Plan policies. Housing Opportunity Areas should have the following characteristics:

- a) The site has the potential to deliver sales or rental units at low or below market rate prices or rents.
- b) The site has the potential to meet special housing needs for local workers, single parents, seniors, small families or large families.
- c) The City has opportunities, through ownership or special development agreement, to facilitate provision of housing units to meet its housing objectives.
- d) The City will use the following criteria in selecting Housing Opportunity sites or areas:
 1. Adequate vehicular and pedestrian access.
 2. Convenient access to transit (or the project must be able to provide transit to meet the needs of the project's prospective residents).
 3. Convenient access to neighborhood services and facilities as needed by the prospective residents.
 4. Convenient access to neighborhood recreation facilities, or designed to provide adequate recreation facilities on site.
 5. Cost effective mitigation of physical site constraints (including geologic hazards, flooding, drainage, soils constraints, wetland limitations, etc.).
 6. Cost effective provision of adequate services and utilities to the site.
 7. Ability to meet applicable noise requirements.
 8. Adequate site size to provide adequate parking; parking requirements should be flexible based on the needs of the project's prospective residents.
 9. Finding that development of a specific project on the site will not result in significant adverse cumulative effects, unless the City adopts a statement of overriding considerations.

H3.14 **Adaptable Units for the Physically Disabled.** The City will ensure that new housing includes units that can be adapted for use by disabled residents.

H3.15 **Density Bonuses for Handicapped Access Features.** The City may allow up to a one-for-one density bonus, up to 25 percent of the number of units otherwise allowed, in projects where handicapped accessible features and fixtures are incorporated in dwelling units.

H3.16 **Special Needs.** Encourage affordable housing designed for elderly persons and encourage a mix of housing units throughout the city including those for families with children, single parents, young families, lower income seniors and the disabled.

H3.17 **Neighborhood Mix of Residential Care Facilities and Emergency Shelters.** The City of Millbrae recognizes the need for and desirability of residential care facilities. The City shall encourage a dispersion of facilities, and avoid an over-concentration of residential care facilities and shelters for the homeless in any one geographic area. The City of Millbrae believes that an over-concentration of such facilities may negatively impact the neighborhood in which they are located and interfere with the "normalization process" for clients residing in such facilities. Over-concentration cannot be numerically defined because of legal constraints, but placement must be considered by staff, decision-making bodies and applicants in light of the above.

H3.18 **Neighborhood Relations Involving Emergency Shelters and Residential Care Facilities.** The City of Millbrae shall encourage positive relations between neighborhoods and providers of emergency shelters and residential care facilities. Providers or sponsors of emergency shelters, transitional housing programs and community care facilities shall be encouraged to establish outreach programs within their neighborhoods. It is recommended that a staff person from the provider agency be designated as a contact person with the community to review questions or comments from the neighborhood. Outreach programs may also designate a member of the local neighborhood to their Board of Directors. Neighbors of emergency shelters, transitional housing programs and community care facilities shall be encouraged to provide a neighborly and hospitable environment for such facilities and their residents.

H3.19 **Housing for the Homeless.** The City of Millbrae recognizes the need for and desirability of emergency shelter housing for the homeless and will allow emergency shelters based on the following considerations: a) development standards for emergency shelters for the homeless located in Millbrae shall be consistent with State law; and ~~b) emergency~~ emergency shelters will be a permitted use in the industrial zone, and will not be subject to a conditional use or other discretionary use permit. Treat transitional and supportive housing

as a residential use, only subject to those restrictions that apply to other residential dwellings of the same type in the same zone.

H3.20 Reasonable Accommodations for the Disabled. To ensure equal access to housing, provide reasonable accommodation for people with disabilities in the City's rules, policies, practices, and procedures related to zoning, permit processing, and building codes.

H3.21. Airport development restrictions. Ensure that new development is consistent with all airport/land use compatibility criteria under the Comprehensive Land Use Plan for San Francisco International Airport- text added by DP

Implementing Programs

NOISE CONTOUR, AIRPORT RUNWAY ZONE < BUILDING EIGHTS

HIP-15 Continue to Implement the Millbrae Station Area Specific Plan. The City will continue to implement the specific plan for the Millbrae BART/Caltrain Station Area, which identifies potential housing sites. In the Station Area, there are three sites that are particularly well-suited for housing and have a strong potential of developing housing soon, Sites 1, 5, 6, 11 and 12. The City will encourage developers to submit applications that meet the objectives and development policies of the Specific Plan. As development applications are received, the City will continue to apply development standards and incentives as described in the Specific Plan.

Timeline: Ongoing.

Responsible Agency: Community Development Department.

Quantified Objective: Achieve entitlement of at least 3600 new dwelling units by 2023 with 15 percent of those affordable

~~HIP-16 Resources Complete to Update to Specific Plan. Look for sources of funding to update the specific plan to take advantage of new opportunities and reflect trends in the development world. The City is currently updating the Specific Plan, with completion expected in 2015.~~

Timeline: ~~Ongoing~~2015

Responsible Agency: Community Development Department.

HIP-17 Adopt Requirements for Second Units. Consistent with State legislation for second units (AB 1866), the City shall amend the Zoning Ordinance to allow second units under controlled conditions, such as maximum floor area and/or lot coverage, sufficient parking, owner-occupancy of one unit, and neighborhood compatibility.

Timeframe: 2015~~2~~.

Responsible Agency: Community Development Department, Planning Commission, and City Council.

Objective: 105 units per year (240 ext. low income, 240 very low income, 168 low income, 168 moderate income, and 84 above moderate income.)¹

~~HIP-18 **Smaller Units.** Permit the development of small residential units. The City could encourage development of small units by offering density bonuses and by requiring fewer on-site amenities than otherwise would be required; for example, requiring less parking than usual for senior-only developments or developments near the BART/Caltrain Station. A reduction in other requirements such as landscaping, recreation, and built-ins could also be considered. If necessary, ~~the Zoning Ordinance or Subdivision Ordinance should be amended as needed to implement the changes that are made.~~ Construction of a few small units should expand housing opportunities at lower cost without significantly altering community character. Specific actions include:~~

~~Timeline: 2014~~2~~2016.~~

~~Responsible Agency: Community Development Department, Planning Commission, and City Council.~~

HIP-~~49~~**18** **Potential New Housing Opportunity Sites.** Encourage housing development, including a below-market allocation that maximizes production of very low income units.

Timeline: Ongoing.

Responsible Agency: Community Development Department.

HIP-~~20~~**19** **MHome Ownership Mortgage Subsidy Programs.** San Mateo County offers below market rate home mortgages to qualified first time home buyers for purchasing units built by developers who participate in the program. Millbrae will encourage developers to participate in this program and will then publicize these projects and the Mortgage Subsidy Program through the City’s communication channels, including handouts, the City newsletter, and the City website. By coordinating with San Mateo County, Millbrae may be able to facilitate the development of low and moderate income housing. ~~The City will encourage project sponsors to apply for available federal, State and locally-subsidized new housing construction programs for their project by providing technical assistance on available programs and supporting data, structuring development agreements and other requirements to match program funding criteria, as appropriate and possible, and leveraging~~

¹Homeowners can use the second units as they see fit. While most would likely be used for housing, some might use them a home office. The affordability levels listed are an estimate of what rents are likely to be. Based on patterns in the region, many of these units would be made available to family members at free or at reduced rent, which is why many of the units are listed as affordable to extremely low income.

~~tax increment financing when possible. Examples of programs include the Mortgage Revenue Bonds. There are currently two major programs: Opening Doors, run by HEART and the Mortgage Credit Certificate Program, run by CalHFA. The MCC Tax Credit is a federal credit which can reduce potential federal income tax liability, creating additional net spendable income which borrowers may use toward their monthly mortgage payment.~~

~~Timeline: Ongoing.~~

~~Responsible Agency: Community Development, San Mateo County Department of Housing and Community Development, HEART. †~~

~~HIP-204 **BMR Resale and Rental Controls.** Implement resale and rental regulations for low and moderate income units and assure that these units remain at an affordable price level.~~

~~Timeline: Ongoing.~~

~~Responsible Agency: Community Development Department and City Council.~~

~~HIP-212 **BMR Eligibility Guidelines.** Implement BMR selection guidelines based on the BMR Eligibility policy (see Housing Element Policy H3.10). Consider targeting affordable housing to current City employees, school district employees, and other people working in the City of Millbrae. Ensure that preferences are consistent with fair housing law.~~

~~Timeline: Ongoing.~~

~~Responsible Agency: Community Development Department.~~

~~HIP-223 **Homelessness assistanceEmergency Housing Assistance.** Participate and allocate funds, as appropriate and as funding is available, for County and non-profit programs providing homeless emergency shelter (i.e. emergency housing) and related counseling services. Review proposals for emergency shelter uses based on the policies in the General Plan and other City development standards and requirements. Continue to permit homeless shelters in the Industrial Zone and continue to treat transitional and supportive housing as a residential use subject to only those restrictions that apply to other residential dwellings of the same type in the same zone. Continue to allow houses of worship to operate small emergency shelter facilities as an ancillary use, for limited periods.~~

~~Timeline: Ongoing, with aAnnual participation, if feasible.~~

~~Responsible Agency: Community Development Department and City Council.~~

~~HIP-24 **Emergency Shelter Uses.** The City will review proposals for emergency shelter uses based on the policies in the General Plan and other City development standards and requirements.~~

~~Timeline: Ongoing.~~

~~Responsible Agency: Community Development Department.~~

~~HIP-25-24 Houses of Worship and Shelters. Develop Continue rules to allow houses of worship to operate small emergency shelter facilities as an ancillary use, for limited periods.~~
~~Timeline: 2014 Ongoing~~
~~Responsibility: Community Development Department~~

HIP-26253 **Adaptable Units for the Disabled.** The City will encourage universal design and ensure that new housing includes units that can be adapted for use by disabled residents. Ensure that relevant laws are followed, including the California Fair Employment and Housing Act.

Timeline: Ongoing.

Objective: ~~Two percent of the units built by 2014.~~ Full compliance of all new buildings.

Responsible Agency: Community Development Department.

HIP-27-264 **Designate Maintain an ADA Coordinator and Provide Information on Reasonable Accommodation.** ~~Designate Continue to have~~ the Building Official as the City’s ADA Coordinator to coordinate and carry out the City’s compliance with the nondiscrimination requirements of Title IIA of the Americans with Disabilities Act (ADA). Direct questions, concerns, complaints, and requests regarding accessibility for people with disabilities to the City’s ADA Coordinator. Provide information to the public regarding reasonable accommodations related to zoning, permit processing and building codes on the City’s website and in City handouts. ~~Should have web info & handout in 2 months.~~

Timeline: ~~2015 and 2013~~ Ongoing, with updates based on to keep pace with changes in legal requirements.

Responsible Agency: Community Development Department.

HIP-28-275 **Establish Mixed-Use Development Standards** Raise awareness of recently adopted new Downtown Improvement Area and Grand Boulevard Planned Development Initiative Zoning. Raise awareness about and encourage implementation of this e-new zoning districts/overlay zones to achieve encourage higher density mixed-use redevelopment along the City’s El Camino Real corridor by highlighting it on the City’s website, creating an informational flier for distribution at City Hall, and promoting it in conjunction with the City’s efforts to prepare and adopt a plan for the corridor as a Priority Development Area (PDA) of lots. Assess impediments and create incentives for mixed-use housing development, including changes to zoning and development code standards, to encourage mixed-use development in the downtown commercial district. HOW WILL YOU DO THIS. ~~The City may provide the following incentives:~~

~~Provide flexibility in applying parking standards based on the development's location and the type and size of the housing units, and allow commercial and residential users to 'share' parking requirements.~~

~~Allow for height limit exceptions for dwelling units.~~

~~Allow flexibility in applying development standards (FAR, lot coverage) based on the location, type, and size of the units, and the design of the development.~~

~~Encourage housing by allowing the residential component of a mixed-use development to be 'additive' rather than within the established FAR for that zone.~~

~~Allow for tandem parking or off-site parking leases.~~

~~Review Public Works, Building, Housing, and Fire standards to reduce or eliminate impediments to mixed-use development where it is possible and appropriate.~~

Timeline: ~~2015, then o~~Ongoing.

Responsible Agency: Community Development, Planning Commission, and City Council.

~~HIP-29-286 Encourage Innovative Housing Approaches.~~ Encourage cooperative and joint ventures between owners, developers, and non-profit groups in the development of below market rate housing. Assist in identifying financing sources for housing projects.

Timeline: Ongoing.

Responsible Agency: Community Development Department.

~~HIP-30-297 Housing Developer Outreach.~~ Distribute informational materials on housing programs to local non-profit and private developers. Provide information on: a) newly adopted development standards for mixed-use and planned development districts; b) incentives for the development of deed-restricted and market rate affordable housing; and c) appropriate areas for high density housing.; ~~and d) available financing and funding sources for affordable housing projects.~~

Timeline: ~~Ongoing~~Annual.

Responsible Agency: Community Development Department.

~~HIP-31-3028 Encourage Special Needs Housing.~~ Encourage non-profit developers to target housing projects for identified special needs groups in Millbrae, including seniors, families with children, single parents, young families, lower income households including extremely low income, and the disabled. Encourage housing developers to design units that

meet the ~~needs~~ requirements of these special needs groups, such as rental units, accessibility features for the disabled and the elderly, additional bedrooms for large families, and playgrounds and on-site day care facilities for families with children.

Timeline: Ongoing.

Responsible Agency: Community Development Department, Planning Commission, and City Council.

~~HIP-32-2931~~ **Inclusionary Affordable Housing and/or Impact Fee Requirements.** ~~To the extent consistent with applicable law, a~~ Adopt an inclusionary housing ordinance and/or affordable housing impact fee ordinance that requires developers to provide below market rate (BMR) housing or pay a fee. For units produced by developers, ~~the City will require units to remain affordable for at least 55 years. Alternatively, the city may~~ The City will require the construction of units on-site. The units should be of a similar mix and type to the whole development, and dispersed throughout the development. If development of units on site is not practical, the City will consider alternatives of equal value, such as payment of in lieu fees commensurate to the cost of producing actual units, construction of units off-site, donation of a portion of the property for future non-profit housing development, etc. adopt an impact fee ordinance to mitigate the effects of new development by requiring developers contribute to an affordable housing trust fund.

Timeline: ~~2014~~2016.

Responsible Agency: Community Development Department, Planning Commission, and City Council.

~~HIP-33-302~~ **Lot Consolidation within the Millbrae Station Area.** Consistent with the goals and policies of the Millbrae Station Area Specific Plan, the City will encourage lot consolidation among property owners of lots within Sites 1, 4, 11 and 12 of the Millbrae Station Area Specific Plan. The City will identify owners and distribute information to them regarding development potential, development standards, affordable housing incentives and density bonuses, and the development review and approval process. ~~If permissible under applicable law, the City will consider using eminent domain to facilitate lot consolidation.~~

Timeline: Ongoing.

Responsible Agency: Community Development Department, Planning Commission, and City Council.

~~HIP-34-313~~ **Parking Requirements in Downtown Area.** ~~The City will reduce the parking requirement for one-bedroom units in the downtown area along Broadway between Taylor Boulevard and Victoria Avenue to one parking space per one-bedroom unit.~~ Payment of an in-lieu parking fee will continue to be an option for developers. In-lieu parking fees will be used to build a parking garage or will be spent on other measures to manage the parking need.

Timeline: ~~2013~~Ongoing.

Responsible Agency: Community Development Department, Planning Commission and City Council.

~~HIP-35-324~~ **Affordable Housing Development on City-Owned and Other Agency-Owned Land.** The City will ~~take investigate opportunities for affordable housing on City-owned and other agency-owned land in Millbrae, including~~ the following actions to promote the development of affordable housing on two City-owned parking lots on Magnolia Avenue and El Camino Real:

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- a) Utilize flexible zoning standards that facilitate the development of the maximum number of affordable units. Require no more than one uncovered, off-street parking space per unit and consider off-site parking in fulfillment of the parking requirement.
- b) Seek partnerships with non-profit organizations to develop and maintain the units.
- c) Provide financing from funds raised through the City’s in-lieu affordable housing fees.
- d) Seek additional funding through state and federal programs, community foundations, and local housing trust funds.
- e) Maintain the units as affordable rental housing for moderate, low and very low/extremely low income households, utilizing income eligibility requirements and affordability standards as published annually by HCD. Encourage affordability requirements that will enable the City to meet its regional housing needs.

Timeline: ~~2014~~Ongoing

Responsible Agency: Community Development Department.

HIP ~~36-335~~ Commercial Linkage Fee Study. Study the possibility of adopting a commercial linkage fee to help fund affordable housing. The fee should be set low enough to not discourage new development.

Timeline: 201~~5~~4

Responsible Agency: Community Development Department

HIP ~~37-346~~ Definition of Family. ~~Adopt~~Continue to use a definition of family for the zoning code that does not discriminate against people with disabilities. ~~Currently there is no definition of family~~A definition of family was added to the zoning code in 2014.

Timeline: ~~2014~~Ongoing

Responsible Agency: Community Development Department

HIP 38-375 Reasonable Accommodations for People with ~~Disabilites~~Disabilities. ~~Implement the newly adopted Reasonable Accommodation policy. Ensure that Adopt policies and procedures to ensure that provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the Cityplanners and the general public know about the policy.~~

~~Timeline: 2014~~Education in 2015 and then ongoing

Responsible Agency: Community Development Department

~~**HIP 39. Transitional Housing.** Amend the zoning ordinance to ensure that transitional and supportive housing shall be subject to the same permitting processes as other housing in the same zone without undue special regulatory requirements.~~

~~Timeline: 2014~~

~~Responsible Agency: Community Development Department~~

HIP 40386. Density Bonus. ~~Consider adopting~~Adopt a local ordinance, consistent with state law, offering a greater density bonus than allowed by the default state standards. Continue applying the state density bonus standards until a local law is passed.

Timeline: ~~2014~~2015

Responsible Agency: Community Development Department

HIP 397. Anti-displacement measures. Evaluate potential displacement of existing lower income residents and adopt measures, as appropriate, to address the risk of displacement of existing residents. Coordinate with other jurisdictions if possible. Displacement might be direct, caused by the redevelopment of sites with existing residential properties, or indirect, caused by increased market rents as an area becomes more desirable. The city will implement programs as appropriate to address displacement. The city will monitor such programs annually for effectiveness and make adjustments as necessary.

Timeline: 2015 for evaluation and 2016 for implementation if appropriate

Responsible Agency: Community Development Department

HIP 38. Airport development restrictions. Coordinate with C/CAG’s Airport Land Use Commission to ensure that ~~isn with the // (?) (?) ...~~ all zoning changes comply with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ~~Needs clarification/rewording. Not sure this is definitive and Millbrae specific enough to pass muster with the Airport Land Use Committee.~~

Timeline: Ongoing, as new zoning changes are proposed;
Responsible Agency: Community Development Department

HIP 39. Outreach to people with developmental disabilities. Work with the Golden Gate regional center to implement an outreach program that informs families within the City on housing and services available for persons with developmental disabilities. The program could include the development of an informational brochure, including information on services on the City’s website, and providing housing-related training for individuals/families through workshops.

Time frame for implementation: Development of Outreach Program by 2016
Responsible Agency: Community Development Department

Q4. Quantified Objectives

State law requires the Housing Element to include quantified objectives for the maximum number of units that can be constructed, rehabilitated, or conserved. Policies and programs establish the strategies to achieve these objectives. The City’s quantified objectives are described under each program, and represent the City’s best effort in implementing each of the programs. Assumptions are based on past program performance and funding availability, construction trends, land availability, and future programs that will enhance program effectiveness and achieve full implementation of the City’s housing goals.

The new construction objectives shown in the table are based on ABAG Projections ~~2007 through 2014~~, the City’s RHNA for the ~~2007~~2015-2023~~-2014~~ planning period for very low, low, and moderate income housing, historic trends, and expectations for new second units. Rehabilitation and conservation objectives are based on specific program targets, including such programs as use of Section 8 rental housing vouchers.

The table below summarizes the City’s quantified objectives for housing during the ~~2007~~2015-2014~~-2023~~ planning period.

Program	Timeline	Objective
<u>HIP-1 Future Housing Element Updates.</u>	<u>2023</u>	

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HIP-2 Coordination with Non-Profits.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-3 Annual Housing Element Reporting.	Annual		Formatted: Line spacing: Exactly 11.5 pt
HIP-4 Community Outreach.	2016, then ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-5 Non-Discrimination.	2018, then ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-6 Continue to Improve Code Enforcement.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-7 Encourage Rehabilitation Loans.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-8 Contact Property Owners of Substandard Units.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-9 Energy Conservation Assistance.	Annually	Weatherization of ten very low/extremely low and ten low income units by 2023.	Formatted: Line spacing: Exactly 11.5 pt
HIP-10 Increased Energy Conservation.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-11 Rental Housing Assistance.	2018 then Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-12 Condominium Conversion Regulation.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-13 Neighborhood Conservation	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-14 Home-sharing.	Ongoing	Ten very low income, five low income and one moderate income households (16 households per year).	Formatted: Line spacing: Exactly 11.5 pt
HIP-15 Continue to Implement the Millbrae Station Area Specific Plan.	Ongoing.	600 units by 2023. Entitle at least 300 new dwelling units by 2016.	Formatted: Line spacing: Exactly 11.5 pt
HIP-16 Complete Update to Specific Plan.	2015		Formatted: Line spacing: Exactly 11.5 pt
HIP-17 Adopt Requirements for Second Units.	2015	105 units per year.	Formatted: Line spacing: Exactly 11.5 pt
HIP-18 Potential New Housing Opportunity Sites.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-19 Home Ownership Mortgage Subsidy Programs.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-20 BMR Resale and Rental Controls.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-21 BMR Eligibility Guidelines.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-22 Homelessness assistance.	Ongoing, with annual participation, if feasible		Formatted: Line spacing: Exactly 11.5 pt
HIP-23 Adaptable Units for the Disabled.	Ongoing	Full compliance of all new buildings.	Formatted: Line spacing: Exactly 11.5 pt
HIP-24 Maintain an ADA Coordinator and Provide Information on Reasonable Accommodation.	Ongoing		Formatted: Line spacing: Exactly 11.5 pt
HIP-25 Raise awareness of recently adopted Grand Boulevard Planned Development Zone.	2015, then ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-26 Encourage Innovative Housing Approaches.	Annual.		Formatted: Line spacing: Exactly 11.5 pt
HIP-27 Housing Developer Outreach.	Annual		Formatted: Line spacing: Exactly 11.5 pt
HIP-28 Encourage Special Needs Housing.	Ongoing.		Formatted: Line spacing: Exactly 11.5 pt
HIP-29 Inclusionary/Impact Fee Housing Requirements.			Formatted: Line spacing: Exactly 11.5 pt
HIP-30 Lot Consolidation within the Millbrae	Ongoing		Formatted: Line spacing: Exactly 11.5 pt

<u>Station Area.</u>		
<u>HIP-31 Parking Requirements in Downtown Area.</u>	Ongoing	←
<u>HIP-32 Affordable Housing Development on City-Owned/ Other Agency Owned Land.</u>	Ongoing	←
<u>HIP 33 Commercial Linkage Fee Study</u>	2015	←
<u>HIP 34 Definition of Family.</u>	Ongoing	←
<u>HIP 35 Reasonable Accommodations for People with Disabilities.</u>	Education in 2015 and then ongoing	←
<u>HIP 36. Density Bonus.</u>	2015	←
<u>HIP 37. Anti-displacement measures.</u>	2015 for evaluation and 2016 for implementation if appropriate	←
<u>HIP 38. Airport development restrictions.</u>	Ongoing	←
<u>HIP 39. Outreach to people with developmental disabilities.</u>	2016	←

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Millbrae Quantified Objectives Summary

Income Category	New Construction	Rehabilitation	Conservation and Preservation
Extremely Low Income	0240	135	0
Very Low Income	360	275	100
Low Income	20454754	0	05
Moderate Income	87456153	0	01
Above Moderate Income	188518404	0	0
Total	295648200	4010 (energy rehab loans)	16 (Home sharing)0

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To be revised after Council discussion

See HHP-15 and the summary table where I propose entitlement of 300 units by 2016

~~I don't think so~~

These quantified objectives show Millbrae fully meeting its need for above moderate ~~and moderate income~~ housing. Because of limited funding opportunities, Millbrae does not expect to meet the full RHNA need for lower income housing. (The RHNA number is met by identifying sites that are available for housing or have the potential to redevelop. The quantified objectives section identifies what is likely to happen.) One very low and low income unit correspond to the Pinedera development. Second units are estimated at 105 units per year or 840 over the eight year cycle (240 ext. low income, 240 very low income, 168 low income, 168 moderate income, and 48 above moderate income.) The remainder of the units are based on a 15 percent affordability target for the MSASP (15 very low, 30 low and 45 moderate). The specific plan numbers are added as a placeholder until the specific plan process identifies the actual targets.

III. Available Land Inventory

One of the primary features of the Housing Element is the identification of lands suitable for residential development. This identification should include review of vacant sites and sites that potentially could be reused for a different or more intense residential use. Also to be reviewed are the relationships of the sites to zoning, public facilities and services. State law requires that local governments zone sufficient vacant land for residential use at standards and densities appropriate to meet housing needs of all economic segments, as identified in the general plan.

Specifically, this analysis covers the following:

- Homes that have already been built in this planning period
- Underutilized land that is likely to be redeveloped for residential purposes
- Vacant land that is available for new housing
- Affordable units that were substantially rehabilitated

1. Homes Already Built ~~and Applications Made~~

Millbrae has an impressive track record of facilitating development in the Millbrae Station Area, downtown, and the El Camino Corridor, but construction slowed because of the economic housing recession downtown. With the improving economy, it is improving.

There were two major housing developments built since 2007, Park Broadway (page ??) and Belamor (page ??), and the following one project was completed in 2014 is in the development pipeline. They include:

- ~~Park Broadway~~ — Construction for this project started in 2006 and the project opened in 2009. It consists of 110 multi-family (condominium) units, including 10 “live-work” units, arranged around a central courtyard over a podium that conceals two levels of parking. The “live-work” units may be occupied as residential only, commercial only, or both.
- ~~Belamor~~ — Construction for this project started in 2007 and the project opened in 2010. It consists of 142 condominium arranged around a central courtyard over a podium that conceals two levels of parking. There is also approximately 19,500 square feet of commercial space (below podium level).
- Pinedera – Construction for this project ~~began~~ is anticipated to start in 2012 and was estimated to be completed in 2014. It ~~will~~ consists of 54 multi-family (condominium) units, arranged around a central courtyard over a podium that conceals two levels of

| parking. There ~~is will~~ also ~~be~~ approximately 11,000 square feet of at-grade commercial space.

| Other construction is as follows:

|

Homes Recently Completed or Approved

Name	Date Completed	Units Affordable to Moderate Income Lower Income	Units Affordable to Above Moderate	Notes
Park Broadway	2009	8	101	8 units deed restricted as moderate-income units
Belamor	2010	0	142	
Pinedera	Expected opening in 2014. Completed in 2014	1 very low income, 1 low income ²	54-52	2 units to be affordable to low income or in-lieu fees paid.
1005 Hemlock	2014	0	4	4-unit apartment building
Single-Family Homes built	2007 2014	0	311 40	single-family
Duplexes	2014	0	1	expanded to duplex
Total		102	337670	

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2. Underutilized Land

Overview

The City has been exceptionally proactive in the redevelopment of Millbrae. ~~In 1993,~~ in anticipation of ~~the a new~~ BART/Caltrain station, the City began a lengthy, exhaustive, and highly public planning process ~~in 1993~~ for the redevelopment of the 116-acre area surrounding the proposed station. The Millbrae Station Area Specific Plan was developed and adopted in 1998, and is currently being updated. It is a comprehensive plan for the redevelopment of specific sites, comprising a total of 82 parcels, for the entire plan area. The guiding land use goal of the plan has been to transform the area from an underutilized, low-intensity, commercial and service area to a pedestrian-oriented, mixed-use district that capitalizes on its proximity to multi-modal mass transit.

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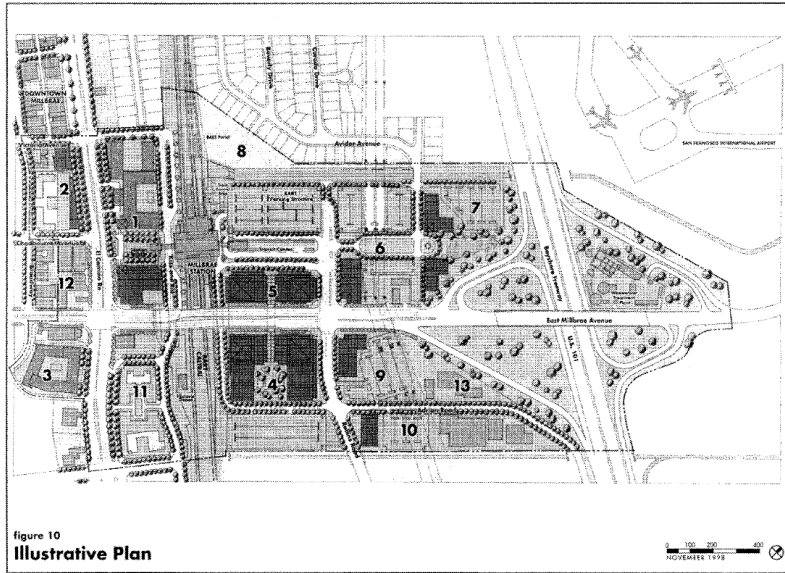
Station Area

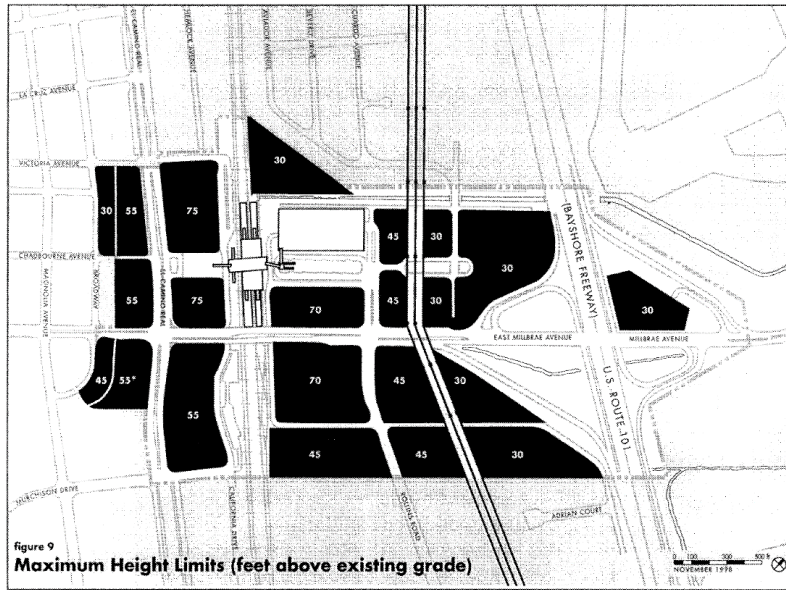
When plans were announced for a new BART station in Millbrae that would offer a cross-platform transfer with Caltrain, Millbrae began planning for the redevelopment of the area. The Millbrae Station Area Specific Plan was adopted in 1998, and the Millbrae Zoning Code was amended in 1999 to include a Millbrae Station Area Planned Development (MSAPD) District that codified the development regulations set forth in the Specific Plan. The BART station opened in 2003.

The station planning area is comprised of approximately 116 acres of land at the southern edge of the city and is generally bounded by the Burlingame city limits to the south; U.S. 101 to the east; Broadway to the west; and, Victoria Avenue and the Highline Canal to the north. Higher intensity office uses are concentrated in the immediate vicinity of the station, while residential and mixed-use are encouraged in the area to the west of the station, primarily due to the proximity to the downtown and adjoining residential areas and the lower noise levels.

The Millbrae Station Area Specific Plan forms an integrated approach to the redevelopment of the area and provides for adequate housing opportunities to meet a significant portion of Millbrae's regional housing needs. Mixed-use development is emphasized, with densities of up to 60 units per acre; additional density is possible provided there is sufficient traffic capacity.

[The maps below show the various sites in the station area as well as the maximum permitted heights. The stated height limits are subject to change, pending the update of the MSASP.](#)





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Millbrae Station Area Specific Plan – November 24, 1998

Downtown

Outside of the Millbrae Station Area, there is additional mixed-use development potential in the **d**Downtown area. This three-block area along Broadway and the west side of El Camino Real is characterized by a mix of one, two, and three-story buildings, some with upper floor apartments. Approximately 77 apartments currently exist in the area, and the downtown is considered to be a viable area for additional similar housing. **Historically, m**Market rate rental units are typically affordable to low and moderate income households, **depending upon unit size, amenities, and location**but in recent years this has become less true. The Downtown encompasses approximately eight acres. The 55 lots in the Downtown average about 5,000 square feet. City estimates are that 40 percent of the Downtown area sites, or 22 lots, could be reasonably developed with up to four units on second and/or third stories, for a total development capacity of 168 units.

Areas Likely to Redevelop

The City has identified a few keys sites as most likely to develop, based on their location, ownership, surrounding land use patterns, and current uses. The City does not know which sites will develop when and there are no specific proposals regarding any of these sites, except where noted.

Station Area

In the Station Area, there are three sites that have a strong potential of developing housing during the planning period. All three are zoned MSAPD which allows 60 units per acre of mixed-use multi-family housing. Nearby development at 88 S. Broadway (“88 South Broadway”) and 151 El Camino Real (“Belamor”) will likely spur development in these three sites.

Site 1

This is a 5.5 acre site that currently has one story commercial uses (restaurants, retail, etc.). It is bordered by El Camino Real, Victoria Avenue, Millbrae Avenue, and the train tracks.

There is a capacity of up to 300 units.

Site 11

This is a 4.4 acre site bordered by El Camino Real, E. Millbrae Avenue, Murchinson Road, and the train tracks. Current uses range between one and three stories of office, lodging, and restaurant uses. There is a capacity of up to 170 units and a 54-unit project (“Pinedera”) has recently been [built, leaving a remaining capacity of 116. approved here.](#)

Site 12

This is a 1.3 acre site that is bordered by Broadway, Chadbourne Avenue, El Camino Real, and E. Millbrae Avenue. It has a small, outdated commercial building as well as a gas station. It also contains the former site of the Millbrae Theater; that structure still stands and has been renovated into an office building. While the gas station is not expected to redevelop, the other parcels have significant potential. There is a capacity of up to 60 units.

Downtown

There are a number of downtown sites that have strong potential for redevelopment with housing, such as the [2400-490 blocks of Broadway.](#) ~~However, these areas are not likely to be developed in the planning period.~~ The City is monitoring this area closely and will work with any developers wishing to introduce more housing. [There is a capacity of at least 50 units.](#)

[420 El Camino Real](#)

~~This 0.64 acre site currently has a dated building that houses a restaurant. The ownership has~~

~~recently changed and the new owner is interested in redevelopment. The zoning is general commercial which allows housing as a conditional use. The City has consistently approved CUPs for housing in Commercial zones.~~

Other sites along El Camino Real, such as 1350-1370, 1395, and 1701-1799 are also underutilized, but are less likely to redevelop in the planning period based on the factors identified above.

One additional site that is likely to redevelop is 1401 Millbrae, a 0.4 acre ~~former gas station~~ site surrounded by ~~other residential properties~~. ~~Interested developers~~ ~~The owner has~~ve approached the ~~City~~ about ~~the~~ potential for ~~building~~ ~~medium-density, multi-family high density~~ residential on this site after the remediation of contaminated soil ~~is complete~~. ~~The property~~ ~~It~~ is currently zoned commercial, which allows housing with a conditional use permit. ~~(Alternatively, the site could be, but would likely be rezoned soon to multi-family to better facilitate the redevelopment.)~~ ~~Currently it is surrounded by multifamily residential and is not an appropriate or viable area for commercial. Additionally, because the owners have expressed an interest in residential, this is the most likely use. There is a potential for 20 units on this site. The commercial zoning is a remanent and no longer fits the current development pattern.~~

Encouraging Housing and Addressing Constraints

Millbrae has been encouraging residential redevelopment since adopting the Millbrae Station Area Specific Plan in 1998. Based on the results, it is clear that Millbrae has been successful.

Even in the ~~current depressed~~ housing market, Millbrae continued~~s~~ to field inquiries and proposals from developers. ~~With the economy turnaround, the interest is even stronger.~~

The land in the Station Area has consistently been redeveloped as residential mixed, and this is expected to continue. Currently, the market is favorable to multi-family residential rental. Most developers that approach the City are interested in residential and there is not a current market demand for large amounts of commercial development. In fact, every proposal in the station area for the past ten years has included residential development.

Many of these proposals have been on small lots, under one acre. Because of the desirability of the location, small lots have not proved to be a significant constraint. The Pinedera development is on a 0.8 acre lot and the 1401 Millbrae location, ~~where there is owner interest in new development~~, is 0.4 acres.

One of the great assets that Millbrae has in redeveloping land is the flexibility of the Planned Development (PD) zone. The PD zone allows the City to tailor requirements based on individual property needs. Building setbacks and heights, parking requirements, landscaping,

and amenities are all customizable based upon individual site characteristics and project requirements.

|

Efforts to implementation the Station Area plan continue; specific steps include the following:

- Development fees for all development have been kept low in order to encourage new construction.
- In 2010, a new zoning district, Grand Boulevard Planned Development, was adopted to encourage and facilitate mixed-use development throughout the El Camino Real Corridor. This complements the two other planned development zoning districts in the city (“MSAPD” and “PD”).
- Program HIP-18 further stipulates that there will be flexibility in applying parking standards for smaller units and HIP 33 allows developers to pay in lieu fee instead of providing parking.

Estimated Development Potential

The City is working aggressively to promote redevelopment, but not all of the above properties will be redeveloped quickly. During the planning period, a realistic scenario is that the City will receive two proposals, averaging around 60 units per acre and totaling as many as 400 units proposal

Potential New Units (2007-2015-2023/4)

Potential (Theoretical) Development	Units Affordable to Above Moderate Land zoned more than 30 du/a
Site 1	300
Sites 5 and 6	100
Site 11	116
Site 12	60
2400-490 Broadway	50
420 El Camino Rental	60
1401 Millbrae	20
Total	546

3. Vacant land that is available for housing

There are currently a number of important vacant sites available for housing in the Millbrae Station area and downtown and a few additional lots elsewhere in the city. These are listed in the table below with corresponding APN numbers appearing in the appendix. Because these sites do not currently have buildings on them, we do not need to estimate the likelihood development in the planning period. Based on recent developments, it is likely that the sites will develop at or beyond the maximum densities allowed. For example, the Pinedera

development is on .83 acres and has 56 units (67.5 units per acre after density bonus). The Belamor was developed at 83.5 units per acre and the Park Broadway was developed at 72 units per acre. We assume the undeveloped sites will develop at their permitted densities.

701 Magnolia Avenue

This is a privately owned parcel approximately 0.88 acres in size. It is a corner parcel next to existing single-family and multi-family development with commercial development across the street. The site is currently a paved and striped parking lot, which receives very little use. It is a good candidate site for multi-family development. ~~is. Confirmed—change chart.~~

801 Magnolia Avenue

This is a privately owned parcel approximately 3.08 acres in size. It has three street frontages and is next to existing multi-family development with commercial development and Millbrae City Hall across the street. It is currently a paved and striped parking lot which receives heavy use as supplemental parking for the adjacent commercial development as well as City Hall. It is a good candidate site for multi-family development in a mixed-use setting.

300 Magnolia Avenue

This is a City-owned parking lot approximately 0.83 acres in size. It has three street frontages and is next to existing Downtown commercial development with single-family across the street. It is currently a paved and striped parking lot which receives heavy use as supplemental parking for the Downtown. It is a good candidate site for multi-family housing. In light of the parking this parcel currently provides, any proposal for development on this site must be coupled with the implementation of adequate parking facilities to serve the downtown area.

Caltrain Parking Lot

The Caltrain Parking Lot is a City owned parcel at 100 E. Millbrae Ave. which is within the Station Area. It is approximately 0.7 acres in size and is used as supplemental parking for the BART/Caltrain Station. ~~However, its small size, close proximity to the Station, and street frontages on three sides are potential constraints to it as a stand-alone redevelopment site; however, if assembled with adjacent properties its development potential increases significantly given its close proximity to the station. Because it is listed as in Site 1, it will be assembled with adjacent parcels.~~

BART Station Parking Lots

~~The BART Station parking lots are BART property and total about 10 acres (sites 5 and 6 in the Station Area Plan). BART has selected a developer for the site who and is in active discussions with the City about what will be built. If the entire property were redeveloped as housing, it could contain over 500 units, but based on initial discussions it will likely be a mix of hotel, office and residential. Specifically, the most recent proposal called for 263 housing units, and this is what we assume in this Housing Element. It. The plans have changed a number of times.~~

~~Site 1 – North East Corner of El Camino Real and Millbrae Ave., West of railroad tracks.~~

Available Land Inventory

Millbrae Housing Element

|

Vacant Land

Millbrae Station Area Plan	Acres	Zoning	Zoning Density	Housing Capacity zoned at 30 units or more per acre	Housing Capacity Zoned at under 30 units per acre	Constraints
8701 Magnolia Ave.	3.08	PD	45	137	0	None
7801 Magnolia	.88	PD	45	40	0	None
300 Magnolia City-owned parking lot	.84	Downtown Improvement Area	60	50	0	None
2 Single Family Lots	<1 acre	Residential	1 per lot	0	2	None
Site 5 - BART Station/CalTrain/CalTrain Parking Lots	0.73	MSADP (Mixed Use) Commercial	60	43	0	Small size and proximity to station
BART Parking Lot 1 - Site 5	4.7	MSAPD	60	263		None
BART Parking Lot 2 - Site 6	5.3	MSAPD	60			None
Total				533270	2	

Total units zoned at 30 or more units per acre: 270

Total units zoned at less than 30 units per acre: 2

See analysis above regarding likelihood of housing developing in the MSADP, PD and Downtown Improvement Area above.

4. Units that Were Substantially Rehabilitated

Dolores Lia Apartments is an existing 27-unit multi-family apartment development built in 1962 and located at 1275 El Camino Real in the City of Millbrae, California. The project consists of 6 studio units, 16 one-bedroom units and 5 two-bedroom units with ancillary community space and both surface and garage parking and was made possible with \$5.7 million in city funding. The project is currently owned and managed by affiliates of Pacific West, Inc., an affordable housing developer. Pacific West acquired and is in the process of rehabilitating Dolores Lia Apartments with assistance from the City's Redevelopment Agency. The project is deed-restricted to offer long-term affordable rents to Millbrae's residents earning no more than 50 percent of the area median income. Some of the residents are expected to be at or below 30 percent of the area median income. The HCD-supplied checklist demonstrating that the units are eligible for RHNA credit is in the appendix.

54. Conclusion

Because of the groundwork laid by the Millbrae Station Area Specific Plan, the City is able to dramatically exceed its RHNA allocation.

RHNA Summary Table Available Land Details

	30 units or more per acre				Under 30 units per acre	Total
	Ext Low Income	Very Low Income	Homes Affordable to Moderate or Lower Income Households or Zoned at 30+ Units per Acre Low Income	Mod Income	Homes Affordable to Above Moderate Income Households Above Mod Income	
Homes Built						
This Planning Period	0	1	1402	0	6033767	6234769
Underutilized	136	136	60 approx.	137	060	546120

Land			591370			
Vacant Land	133	133	270133	134	22	535433
Total	269	270	271367	271	62399	9271,143
RHNA	96	97	101	112	257	663
Excess Land Capacity	173	173	170	159	- 195 (need met by carryover)	480

(Land zoned at 30 units or more per acre is split equally between extremely low, very low, low and moderate-income categories.)

RHNA Summary Table

The conclusions of this analysis are that the City has adequate sites to meet ABAG’s 20~~1507-~~20~~2314~~ Residential Housing Needs Allocation, including sufficient sites zoned at higher densities and with adequate services and utilities to allow higher density, more affordable housing to be developed.

Millbrae Housing Element Appendix

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1. Review of Policies and Programs

The following are policies and programs from the previous housing element, including accomplishments and recommendations.

Program	HIP-1. Future Housing Element Updates
Description	Update the Housing Element by July 2014.
Evaluation	Update will be completed in 2015 in compliance with ABAG revised schedule.
Recommendation	Update will reflect new 2015-2023 Housing Element timeframe.
Program	HIP-2. Technical Assistance to Non-Profits
Description	Facilitate provision of affordable housing by assisting non-profit and for-profit groups to access various funding sources, replicating successful affordable housing models, and streamlining the review process.
Evaluation	City has been unable to fully undertake this because of limited staff and other resources. Additionally, affordable housing providers do not necessarily need technical assistance, but rather financial assistance. City has and will continue to streamline review and facilitate affordability (e.g., conversion of existing Dolores-Lia apartments from market-rate to low-income for Bridge Housing) by meeting with and assisting affordable housing providers on a case-by-case basis involving specific projects.
Recommendation	Rewrite the program to emphasize City will meet with developers, but cannot provide technical assistance.
Program	HIP-3. Tracking of Housing Activity
Description	The City will provide a statistical summary of residential building activity tied to various types of housing, household need, income and Housing Element program targets. The City will look for opportunities to streamline reporting requirements.
Evaluation	City has and will continue to do this.
Recommendation	Keep as is, but remove reference to streamlining reporting requirements and instead clarify that reporting is on an annual basis.
Program	HIP-4. Community Outreach
Description	Provide education about rehabilitation and disaster assistance loan subsidy programs, code enforcement, energy conservation programs, fair housing laws and affordable housing programs through various means including print materials, other media exposure, cooperation with neighborhood groups, and public presentations. In addition, contact community organizations to assess interest in establishing a volunteer housing improvement program for homeowners physically or financially unable to maintain their properties.
Evaluation	City has done a limited portion of this due to a lack of staff and other resources.
Recommendation	Reduce the scope of the program to those items that are related to functions the City already performs, i.e., property maintenance (through Code Enforcement), energy conservation (through Building), and home renovation (through Planning and Building). City remains committed to contacting community organizations to assess interest in establishing a volunteer housing improvement program for homeowners physically or financially unable to maintain their properties.

Program	HIP-5. Non-Discrimination
Description	Ensure adherence to fair housing laws, publicize anti-discrimination information and options for recourse in cases of violation, refer discrimination complaints to appropriate legal services and public agencies, and assist non-profits to provide public information and education services.
Evaluation	City has implemented a limited amount of this due to a lack of staff and other resources.
Recommendation	Rewrite to reflect that City does not take the lead with enforcement on these matters because it usually occurs at the state or federal level; however, City will still seek to provide education.
Program	HIP-6. Continue to Improve Code Enforcement
Description	Continue the code enforcement program and consider expanding the program to include resale inspections of single family homes, rental housing inspections, and public outreach and education. In addition, continue the mandatory fire code inspection program.
Evaluation	Code enforcement staff hours have recently been increased and fire code inspection (of multi-family and hotel/motel) remains ongoing. Resale inspections could be considered, but would probably have to be done by contract workers paid for through a fee on sellers. Regarding rental inspections, other than known apartments, City would not know which houses, duplexes, and condos are being rented at any particular time, so those inspections could not be done consistently.
Recommendation	Delete "rental housing inspections" from the program.
Program	HIP-7. Encourage Rehabilitation Loans
Description	Encourage use of rehabilitation loan and disaster assistance programs - to the extent necessary locally and feasible - by advertising in City mailings and by providing information at the Building Department counter.
Evaluation	City has not done any mailings and has no such information at the Building counter.
Recommendation	Retain the program by developing and disseminating information about loan opportunities.
Program	HIP-8. Contact Property Owners of Substandard Units
Description	With the objective of restoring health and safety standards for 4 extremely/very low, 4 low, and 12 moderate income housing units by 2014, establish a program to contact owners of deteriorating or substandard structures to offer inspection services and promote rehabilitation financial assistance programs.
Evaluation	Program does not currently exist.
Recommendation	Rewrite as a referral program whereby City will help raise awareness of programs provided by others.

Program	HIP-9. Energy Conservation Assistance
Description	With the objective of weatherizing 10 extremely/very low and 10 low income units by 2014, publicize energy conservation and weatherization services and subsidies and use City funds, as available, to assist lower-income residents in weatherizing or making conservation repairs to their homes.
Evaluation	Program does not currently exist.
Recommendation	Rewrite as a referral program whereby City will direct residents to County and PGE resources.
Program	HIP-10. Increased Energy Conservation
Description	Apply Title 24 energy conservation requirements, and, where possible, require natural heating and cooling of buildings and drought tolerant landscape design.
Evaluation	Building routinely enforces Title 24 requirements. Planning (Commission and staff) strongly encourage water conserving landscaping and permeable paving on all projects.
Recommendation	Keep as is.
Program	HIP-11. Rental Housing Assistance
Description	Encourage landlords, tenants and developers to participate in the Section 8 Rent Subsidy Program, and provide program information at City Hall.
Evaluation	City has done a limited amount of this due to a lack of staff and other resources.
Recommendation	Keep as is.
Program	HIP-12. Condominium Conversion Regulation
Description	Continue the existing controls on conversions of rental units to condominiums.
Evaluation	City has and will continue to do this.
Recommendation	Keep as is.
Program	HIP-13. Neighborhood Conservation
Description	Continue maintaining and improving public facilities, such as streets, water supply, and drainage, in residential neighborhoods by allocating general fund, gas tax, and Block Grant resources and, where appropriate, securing additional funds through assessment districts or as conditions of development. First priority areas are areas east of El Camino and the area north of San Jose Avenue. Timeline: 2014
Evaluation	City has and will continue to do this.
Recommendation	Update the priority area(s) and reset the timeframe.

Program	HIP-14. Home Sharing
Description	Continue the City's relationship with the Human Investment Project in implementing the homesharing program. Objective: Ten very low income, five low income and one moderate income households (16 households per year).
Evaluation	Currently, there are 16 persons sharing housing together. Typically in a given year, 47 residents or those who work in Millbrae apply to the program to receive housing search assistance.
Recommendation	Incorporate HIP suggested language... <i>The City of Millbrae supports HIP Housing Home Sharing Program as part of a collection of policies, programs and practices for addressing the housing needs of those at the lowest income levels including seniors, those living with disabilities, those at risk of homelessness and female head of households.</i>
Program	HIP-15. Continue to Implement the Millbrae Station Area Specific Plan
Description	Continue implementing the Millbrae BART Station Area Specific Plan, identifying potential housing sites, encouraging developers to submit applications that meet the objectives and policies of the Plan, and applying development standards and incentives as described in the Plan.
Evaluation	City has and will continue to do this.
Recommendation	Keep as is.
Program	HIP-16. Resources to Update Specific Plan
Description	Seek funding to update the specific plan to reflect new opportunities and development trends.
Evaluation	City is in process of major update to the MSASP, which will significantly increase number of potential dwelling units on same existing overall land area.
Recommendation	Rewrite to reflect that update is in process.
Program	HIP-17. Adopt Requirements for Second Units
Description	By 2012, amend the Zoning Ordinance to allow second units consistent with state law and with appropriate conditions, such as maximum floor area and/or lot coverage, sufficient parking, owner-occupancy of one unit, and neighborhood compatibility.
Evaluation	Second unit ord. not yet drafted or adopted, but will be initiated in 2015.
Recommendation	Change "by 2012" to "by end of 2015".

Program	HIP-18. Smaller Units
Description	By 2014, amend the Zoning Ordinance as necessary to permit and encourage the development of small residential units in order to expand housing opportunities while protecting community character. Incentives should include density bonuses and appropriate reductions in parking, landscaping, or other requirements.
Evaluation	This has not been done. "Smaller units" needs definition since it's a relative term subject to interpretation. Zoning ordinance amendment not necessarily needed to allow "smaller units", but consistently high land prices are not conducive to smaller/cheaper homes. Subdivision ordinance amendment may be necessary to allow smaller than the current 5,000 square foot minimum lot size to actually achieve correspondingly smaller units.
Recommendation	Remove program. No longer relevant.
Program	HIP-19. Potential New Housing Opportunity Sites
Description	Encourage housing development, including a below-market allocation that maximizes production of very low income units.
Evaluation	City always encourages housing development, including affordable units
Recommendation	Keep as is.
Program	HIP-20. Mortgage Subsidy Program
Description	San Mateo County offers below market rate home mortgages to qualified first time home buyers for purchasing units built by developers who participate in the program. Millbrae will encourage developers to participate in this program and will then publicize these projects and the Mortgage Subsidy Program through the City's communication channels, including handouts, the City newsletter, and the City website. By coordinating with San Mateo County, Millbrae may be able to facilitate the development of low and moderate income housing.
Evaluation	City remains committed to helping facilitate participation in these programs.
Recommendation	Rewrite to reflect current programs.
Program	HIP-21. BMR Resale and Rental Controls
Description	Implement resale and rental regulations for low and moderate income units and assure that these units remain affordable.
Evaluation	City has and will continue to do this.
Recommendation	Keep as is.
Program	HIP-22. BMR Eligibility Guidelines
Description	Implement BMR selection guidelines based on the BMR Eligibility policy
Evaluation	Policy language needs clarification.
Recommendation	Rewrite to be clearer.

Program	HIP-23. Emergency Housing Assistance
Description	Participate and allocate funds, as appropriate and as funding is available, for County and non-profit programs providing emergency shelter and related counseling services.
Evaluation	No record of past performance to know if objective has ever been met. City remains committed to helping facilitate these services as financial resources permit.
Recommendation	Keep as is.
Program	HIP-24. Emergency Shelter Uses
Description	The City will review proposals for emergency shelter uses based on the policies in the General Plan and other City development standards and requirements.
Evaluation	City has amended the Zoning Ordinance to add a definition of emergency (homeless) shelter and designate zoning locations.
Recommendation	Consolidate with previous program.
Program	HIP-25. Houses of Worship and Shelters
Description	By 2014, develop rules to allow houses of worship to operate small emergency shelter facilities as an ancillary use, for limited periods.
Evaluation	City has not created rules yet.
Recommendation	Keep as is.
Program	HIP-26. Adaptable Units for the Disabled
Description	The City will encourage universal design and ensure that new housing includes units that can be adapted for use by disabled residents.
Evaluation	City Building staff enforces minimum ADA requirements.
Recommendation	Keep as is.
Program	HIP-27. Designate an ADA Coordinator and Provide Information on Reasonable Accommodation
Description	By 2013, designate the Building Official to coordinate ADA compliance activities and address questions, concerns, complaints, and requests regarding accessibility for people with disabilities. Provide information on reasonable accommodation as it relates to zoning, permit processing, and building codes on the City's website and in City handouts.
Evaluation	Building Official is the designated ADA Coordinator. Reasonable accommodation information will be placed on City website and made available in handouts in 2015.
Recommendation	Keep as is.

Program	HIP-28. Establish Mixed-Use Development Standards
Description	Assess impediments to mixed-use housing development and make changes to zoning and development code standards and Building, Housing, and Fire standards as appropriate to encourage mixed-use development in the downtown commercial district. Regulatory changes may provide flexibility in parking, building height, FAR, and lot coverage requirements based on criteria related to the location and design of the development and the type and size of housing units.
Evaluation	City upgraded the “downtown” portion of its commercially zoned land to a new Downtown Improvement Area zone in 2010 to further facilitate the addition of apartment units above commercial space, but no new dwelling units have been proposed. City adopted a new Grand Boulevard Planned Development zone in 2010 to facilitate mixed-use throughout City’s El Camino Real corridor with flexible standards, but zoning has yet to be utilized by a developer.
Recommendation	Revise policy to emphasize education about new zoning.
Program	HIP-29. Encourage Innovative Housing Approaches
Description	Encourage cooperative and joint ventures between owners, developers, and non-profit groups to develop below market rate housing, and assist them in identifying financing options and funding sources.
Evaluation	City has done this as opportunities present.
Recommendation	Keep as is.
Program	HIP-30. Housing Developer Outreach
Description	Distribute materials to local non-profit and private developers that include information on new mixed-use and planned development district standards, incentives for deed-restricted and market rate affordable housing, and financing options and funding sources for affordable housing.
Evaluation	City has done some of this, but little or none on financing options and funding sources.
Recommendation	Delete reference to financing and funding, which are not a City area of expertise.
Program	HIP-31. Encourage Special Needs Housing
Description	Encourage non-profit developers to build housing with appropriate amenities (such as additional bedrooms, on-site day care, playgrounds, or accessibility features) to meet the needs of seniors, families with children, single parents, young families, lower income households including extremely low income, and the disabled.
Evaluation	City has done this through zoning requirements, conditions of entitlement approval, and development agreements.
Recommendation	Keep as is.

Program	HIP-32. Inclusionary Housing Requirements
Description	Adopt an inclusionary housing ordinance that requires developers to provide below market rate (BMR) housing units that remain affordable for at least 55 years and that are dispersed throughout and of a similar mix of types as the rest of the development. If on-site development of units is not feasible, options such as in-lieu fees, off-site construction, and donation of property for affordable housing will be considered.
Evaluation	Not done, but City is participating in multi-city nexus study.
Recommendation	Adjust to reflect recent court cases limiting rental inclusionary and adjust timeline.
Program	HIP-33. Lot Consolidation within the Millbrae Station Area
Description	Encourage lot consolidation on designated sites in the Millbrae Station Area by providing information to lot owners regarding development potential, development standards, affordable housing incentives and density bonuses, and the development review and approval process. The City will consider eminent domain to facilitate lot consolidation.
Evaluation	City has and continues to encourage lot consolidation but with limited success. City is reluctant to use eminent domain, which limits options.
Recommendation	Keep as is but delete reference to eminent domain.
Program	HIP-34. Parking Requirements in Downtown Area
Description	By 2013, reduce the parking requirement for one-bedroom units in downtown along Broadway between Taylor Boulevard and Victoria Avenue, and continue to allow in-lieu parking fees that generate revenue for a parking garage or other parking measures.
Evaluation	Parking standard is 1.5 per all m-f unit sizes in “downtown”. In-lieu parking fee has been in place for many years (currently is \$14,234 per space). Reduced parking requirement would reduce revenues from in-lieu fee. The bulk of the fees originally collected were already spent about 20 years ago on various downtown parking and sidewalk improvements. Little or no new fees collected since.
Recommendation	Delete “reduce the parking requirement” and keep remainder as is.

Program	HIP-35. Affordable Housing Development on City-Owned Land
Description	In order to promote affordable housing development on two City-owned parking lots on Magnolia Avenue and El Camino Real, take the following actions by 2014. Allow flexibility in zoning standards and parking requirements, seek partnerships with non-profit affordable housing, provide funding from the City's in-lieu affordable housing fees, and seek additional funding. Encourage affordability requirements that will enable the City to meet its regional housing needs, and require eligibility and affordability standards to maintain the affordability of units for extremely, very, low, and moderate income households.
Evaluation	Past attempts by the City have not come to fruition due to Council direction, City funds, and developer interest not coinciding at the same point in time.
Recommendation	Can keep but should delete the date reference since such efforts are ongoing and cannot be linked to a specific year.
Program	HIP-36. Commercial Linkage Fee Study
Description	By 2014, study the possibility of adopting a commercial linkage fee to help fund affordable housing.
Evaluation	City is participating in multi-city commercial linkage fee.
Recommendation	Keep with a new deadline.
Program	HIP-37. Definition of Family
Description	By 2014, amend the Zoning Code to include a definition of family that does not discriminate against people with disabilities.
Evaluation	Completed.
Recommendation	Change to an ongoing program.
Program	HIP-38. Reasonable Accommodations for People with Disabilities
Description	Adopt policies and procedures to ensure that provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.
Evaluation	Completed
Recommendation	Rewrite to say implement policy.
Program	HIP 39. Transitional Housing.
Description	Amend the zoning ordinance to ensure that transitional and supportive housing shall be subject to the same permitting processes as other housing in the same zone without undue special regulatory requirements.
Evaluation	Completed
Recommendation	Incorporate into previous policies about homelessness.

Program	Density Bonus
Description	Consider adopting a local ordinance, consistent with state law, offering a greater density bonus than allowed by the default state standards. Continue applying the state density bonus standards until a local law is passed.
Evaluation	In process.
Recommendation	Change date.

2. Housing Needs

Income Categories

The U.S. Department of Housing and Urban Development (HUD) and the California Department of Housing and Community Development (HCD) use household income categories to help standardize analysis of housing needs. The income categories are summarized below and are based on a household's percentage of San Mateo County's Area Median Income (AMI).

Income Category Definitions

Extremely Low	Below 30% of area median income
Very Low	30%-50% of area median income
Low	50%-80% of area median income
Moderate	80%-120% of area median income
Above Moderate	Above 120% of area median income

HCD uses these categories, sometimes with minor adjustments, to establish the annual income limits for San Mateo County, as shown in the table below.

San Mateo County Income Limits (2013)

Income Category	Number of Persons Per Household (Maximum Income)				
	1	2	3	4	5
Extremely Low	\$23,750	\$27,150	\$30,550	\$33,950	\$36,650
Very Low	\$39,600	\$42,250	\$50,900	\$56,550	\$61,050
Lower Income	\$63,350	\$72,400	\$81,450	\$90,500	\$97,700
Median Income	\$72,100	\$82,400	\$92,700	\$103,000	\$111,250
Moderate Income	\$86,500	\$98,900	\$111,250	\$123,600	\$133,500

Source: HCD State Income Limits 2013 and State CDBG and HOME Income Limits also available at <http://www.hcd.ca.gov/hpd/hrc/rep/state/incNote.html>

General Demographics and Projections

According to California Department of Finance (DOF) estimates, Millbrae had a January 2013 population of 22,228 residents. The most recent census estimates are from July 2012, and show a population for Millbrae of 22,078 residents. According to census data, Millbrae grew by about four percent from 2000 to July 2012. The Association of Bay Area Governments (ABAG) predicts Millbrae's growth will accelerate over the next two decades, reaching 25,700 in 2030. Population projections provide a snapshot of future trends based on assumptions about development capacity, demographic changes and economic conditions. Population counts, estimates and projections are shown in the table below.

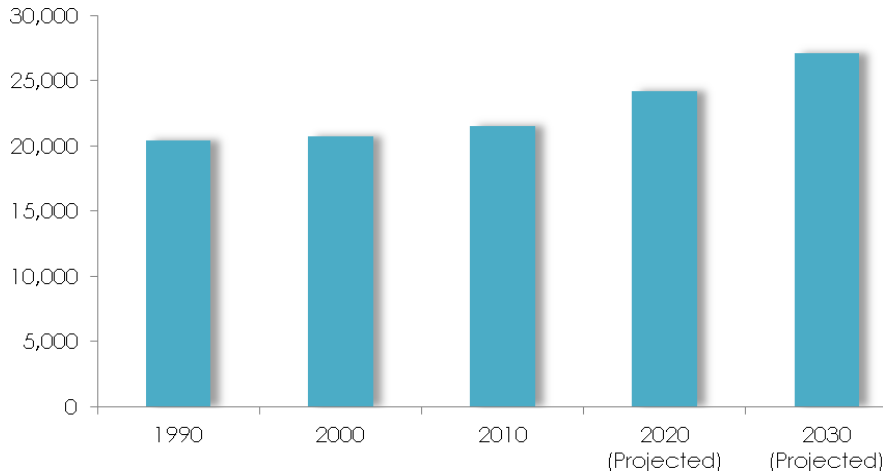
San Mateo County and Cities Population Change (2000-2030)

	2000	2010	Estimated Population 2013	Projected Population 2030	Projected Percent Change 2010- 2030
Atherton	7,194	6,914	6,893	7,500	8%
Belmont	25,123	25,835	26,316	28,200	9%
Brisbane	3,597	4,282	4,379	4,800	12%
Burlingame	28,158	28,806	29,426	34,800	21%
Colma	1,187	1,454	1,458	2,000	38%
Daly City	103,625	101,072	103,347	113,700	12%
East Palo Alto	29,506	28,155	28,675	33,200	18%
Foster City	28,803	30,567	31,120	32,700	7%
Half Moon Bay	11,842	11,324	11,581	12,200	8%
Hillsborough	10,825	10,825	11,115	11,600	7%
Menlo Park	30,785	32,026	32,679	35,800	12%
Millbrae	20,718	21,532	22,228	27,100	26%
Pacifica	38,390	37,234	37,948	39,200	5%
Portola Valley	4,462	4,353	4,448	4,700	8%
Redwood City	75,402	76,815	79,074	91,900	20%
San Bruno	40,165	41,114	42,828	51,100	24%
San Carlos	27,718	28,406	28,931	31,900	12%
San Mateo	92,482	97,207	99,061	115,400	19%
South San Francisco	60,552	63,632	65,127	78,800	24%
Woodside	5,352	5,287	5,441	5,600	6%
Unincorporated	61,277	61,611	63,603	73,900	20%
San Mateo County Total	707,163	718,451	735,678	836,100	16%

Source: U.S. Census (2000 and 2010); CA Department of Finance (2013); and, Association of Bay Area Governments, Projections 2013

The graph below and the table that follows, show population trends in Millbrae itself and in comparison to the rate of population growth in San Mateo County as a whole and throughout the State of California. Millbrae's projected population changes through 2030 are similar to the rate of population growth in the county as a whole in percent change.

Population Growth in Millbrae (1990-2030)



Source: U.S. Census (1990, 2000 and 2010); Association of Bay Area Governments, Projections 2013 for the years 2020 and 2030

Comparison of Population Growth Trends and Projections (1990-2030)

	Number			Percent Change		
	Millbrae	San Mateo County	State of California	Millbrae	San Mateo County	State of California
1990	20,412	649,623	29,760,021			
2000	20,718	707,163	33,871,648	1%	9%	14%
2010	21,532	718,451	37,253,956	4%	2%	10%
2020 (Projected)	24,200	775,100	40,643,643	12%	8%	9%
2030 (Projected)	27,100	836,100	44,279,354	12%	8%	9%

Source: Association of Bay Area Governments, Projections 2013; US Census SF1 1990-2010; California Department of Finance projections for California (January 2013), <http://www.dof.ca.gov/research/demographic/reports/projections/P-1/>

The table below shows Plan Bay Area projections (approved July 2013) for housing units, households and local jobs. The following tables are ABAG Projections 2013, which provide more detailed information on household characteristics, types of jobs, etc. ABAG Projections 2013 provide an indicator of trends and conditions in San Mateo County and its jurisdictions.

ABAG Projections 2013 are based on 2010 demographic data taken directly from the U.S. Census. The 2010 employment data are derived from (1) California County-Level Economic Forecast, 2011-2040, California Department of Transportation; (2) Bay Area Job Growth to 2040: Projections and Analysis, Center for Continuing Study of the California Economy; and, (3) 1989-2009 National Establishment Times-Series

(NETS) Database, Walls & Associates using Dun and Bradstreet data; and labor force data from U.S. Bureau of Labor Statistics and the U.S. Census Bureau's 2005-2009 ACS.

ABAG/MTC Plan Bay Area Projections for Housing, Households and Jobs (2010-2040)

	2010 Housing Units	2040 Housing Units	Percent Change	2010 Households	2040 Households	Percent Change	2010 Jobs	2040 Jobs	Percent Change
Atherton	2,530	2,750	+9%	2,330	2,580	+11%	2,610	3,160	+21%
Belmont	11,030	12,150	+10%	10,580	11,790	+11%	8,180	10,450	+28%
Brisbane	1,930	2,180	+13%	1,820	2,090	+15%	6,780	7,670	+13%
Burlingame	13,030	16,700	+28%	12,360	16,170	+31%	29,540	37,780	+28%
Colma	430	680	+58%	410	660	+61%	2,780	3,200	+15%
Daly City	32,590	36,900	+13%	31,090	35,770	+15%	20,760	26,580	+28%
East Palo Alto	7,820	8,670	+11%	6,940	8,340	+20%	2,670	3,680	+38%
Foster City	12,460	13,350	+7%	12,020	12,950	+8%	13,780	17,350	+26%
Half Moon Bay	4,400	4,660	+6%	4,150	4,410	+6%	5,030	6,020	+20%
Hillsborough	3,910	4,230	+8%	3,690	4,010	+9%	1,850	2,250	+22%
Menlo Park	13,090	15,090	+15%	12,350	14,520	+18%	28,890	34,980	+21%
Millbrae	8,370	11,400	+36%	7,990	11,050	+38%	6,870	9,300	+35%
Pacifica	14,520	15,130	+4%	13,970	14,650	+5%	5,870	7,100	+21%
Portola Valley	1,900	2,020	+6%	1,750	1,900	+9%	1,500	1,770	+18%
Redwood City	29,170	37,890	+30%	27,960	36,860	+32%	58,080	77,480	+33%
San Bruno	15,360	19,820	+29%	14,700	19,170	+30%	12,710	16,950	+33%
San Carlos	12,020	13,800	+15%	11,520	13,390	+16%	15,870	19,370	+22%
San Mateo	40,010	50,200	+25%	38,230	48,620	+27%	52,540	72,950	+39%
South San Francisco	21,810	28,470	+31%	20,940	27,900	+33%	43,550	53,790	+24%
Woodside	2,160	2,250	+4%	1,980	2,080	+5%	1,760	2,060	+17%
Unincorporated	22,510	27,470	+22%	21,070	26,170	+24%	23,570	31,180	+32%
County Total	271,030	326,070	+20%	257,840	315,090	+22%	345,200	445,080	+29%
San Mateo County Change (2010-2040)		+55,040			+57,240			+99,880	

Source: Draft Plan Bay Area, Final Forecast of Jobs, Population and Housing, July 2013
http://onebayarea.org/pdf/final_supplemental_reports/FINAL_PBA_Forecast_of_Jobs_Population_and_Housing.pdf

Projections for Population, Households and Total Jobs (2010-2040)

Geographical Area	2010	2015	2020	2025	2030	2035	2035	2010-2040 Change
Bay Area Regional Total								
Population	7,150,739	7,461,400	7,786,800	8,134,000	8,496,800	8,889,000	9,299,100	1,738,261
Households	2,608,023	2,720,410	2,837,680	2,952,910	3,072,920	3,188,330	3,308,090	580,307
Persons Per Household	2.69	2.69	2.69	2.70	2.71	2.73	2.75	0.06
Employed Residents	3,268,680	3,547,310	3,849,790	3,949,620	4,052,020	4,198,400	4,350,070	929,720
Jobs	3,385,300	3,669,990	3,987,150	3,949,620	4,196,580	4,346,820	4,505,230	961,520
Jobs/Employed Residents	1.04	1.03	1.04	3,949,620	1.04	1.04	1.04	0.00
San Mateo County								
Population	718,451	745,400	775,100	805,600	836,100	869,300	904,400	150,849
Households	257,837	267,150	277,200	286,790	296,280	305,390	315,100	47,553
Persons Per Household	2.75	2.76	2.76	2.77	2.79	2.81	2.83	0.06
Employed Residents	342,060	368,790	398,220	406,310	413,740	425,830	438,770	83,770
Jobs	345,190	374,940	407,550	414,240	421,500	432,980	445,070	87,790
Jobs/Employed Residents	1.01	1.02	1.02	1.02	1.02	1.02	1.01	0.00
Percent of Bay Area Population	10.0%	10.0%	10.0%	9.9%	9.8%	9.8%	9.7%	-0.3%
Percent of Bay Area Jobs	10.2%	10.2%	10.2%	10.5%	10.0%	10.0%	9.9%	-0.3%
Millbrae Planning Area (City Limits and Sphere of Influence)								
Population	21,532	22,800	24,200	25,600	27,100	28,700	30,300	7,168
Households	7,994	8,500	9,010	9,490	10,020	10,530	11,050	2,536
Persons Per Household	2.65	2.65	2.64	2.66	2.65	2.68	2.70	0.02
Employed Residents	9,340	10,340	11,430	11,900	12,410	13,040	13,690	3,700
Jobs	6,870	7,480	8,140	8,370	8,620	8,950	9,300	2,080
Jobs/Employed Residents	0.74	0.72	0.71	0.70	0.69	0.69	0.68	0.00
Percent of County Population	3.0%	3.1%	3.1%	3.2%	3.2%	3.3%	3.4%	0.3%
Percent of County Jobs	2.0%	2.0%	2.0%	2.0%	2.0%	2.1%	2.1%	0.1%

Source: ABAG Projections 2013

Projections for Types of Jobs (2010-2040)

Geographical Area	2010	2015	2020	2025	2030	2035	2040	2010-2040 Change
Bay Area Regional Total								
Agriculture and Natural Resources Jobs	24,640	25,180	25,690	24,800	23,940	23,330	22,750	-1,890
Mfg, Wholesale and Transportation Jobs	863,420	711,380	717,180	763,680	819,010	861,170	861,170	-2,250
Retail Jobs	402,670	367,180	347,400	370,880	399,950	453,870	453,870	51,200
Health, Educ. and Recreation Service Jobs	1,056,030	1,053,510	1,120,700	1,216,120	1,322,650	1,403,080	1,403,080	347,050
Financial and Professional Services Jobs	851,610	780,260	766,860	824,190	893,550	990,840	990,840	139,230
Other Jobs	555,260	513,240	499,180	534,850	580,460	645,670	645,670	90,410
Total Jobs	3,753,460	3,449,640	3,693,920	3,979,200	4,280,700	4,595,170	4,595,170	841,710
Total Employed Residents	3,452,117	3,225,100	3,410,300	3,633,700	3,962,800	4,264,600	4,264,600	812,483
San Mateo County								
Agriculture and Natural Resources Jobs	2,220	2,270	2,330	2,170	2,050	1,920	1,810	-410
Mfg, Wholesale and Transportation Jobs	67,480	72,420	77,750	74,520	71,470	69,260	67,140	-340
Retail Jobs	35,350	36,680	38,060	38,210	38,340	38,760	39,180	3,830
Financial and Professional Services Jobs	86,150	93,920	102,400	106,780	111,300	116,930	122,770	36,620
Health, Educ. and Recreation Service Jobs	86,980	95,860	105,670	110,160	114,870	120,830	127,060	40,080
Other Jobs	67,010	73,790	81,340	82,400	83,470	85,280	87,110	20,100
Total Jobs	345,190	374,940	407,550	414,240	421,500	432,980	445,070	99,880
Total Employed Residents	342,060	368,790	398,220	406,310	413,740	425,830	438,770	96,710
Ratio of Jobs to Employed Residents	1.01	1.02	1.02	1.02	1.02	1.02	1.01	0.00
Millbrae Planning Area (City Limits and Sphere of Influence)								
Agriculture and Natural Resources Jobs	20	20	20	20	20	20	20	0
Mfg, Wholesale and Transportation Jobs	650	700	750	720	690	670	660	10
Retail Jobs	900	950	1,000	1,010	1,020	1,030	1,050	150
Financial and Professional Service Jobs	1,180	1,260	1,350	1,390	1,440	1,500	1,560	380
Health, Educ. and Recreation Service Jobs	3,010	3,390	3,810	4,000	4,210	4,460	4,730	1,720
Other Jobs	1,110	1,160	1,210	1,230	1,240	1,270	1,280	170
Total Jobs	6,870	7,480	8,140	8,370	8,620	8,950	9,300	2,430
Employed Residents	9,340	10,340	11,430	11,900	12,410	13,040	13,690	4,350
Ratio of Local Jobs to Employed Residents	0.74	0.72	0.71	0.70	0.69	0.69	0.68	0.56

Source: ABAG Projections 2013

According to the census, a slight majority of Millbrae’s residents are white and another 40 percent are Asian. Thirteen percent of Millbrae’s population is Hispanic. Latino or Hispanic and is not a separate racial category on the American Community Survey (ACS), so all individuals who identify themselves as Latino or Hispanic also belong to another racial category as well (black, white, other, etc.). Millbrae is slightly less racially diverse than the county as a whole, although the city has been increasing in diversity over the past decade mostly through the increase of the Asian population. Race and ethnicity are shown in the table below for Millbrae, San Mateo County and the State of California.

Race and Ethnicity (2011)			
	City of Millbrae	San Mateo County	State of California
White	53%	59%	62%
Black	1%	3%	6%
Asian	40%	25%	13%
Other	2%	8%	14%
More than one race	4%	5%	4%
Hispanic	13%	25%	38%
Not Hispanic	87%	75%	62%
Total population	21,556	720,143	37,330,448

Source: 2009-2011 American Community Survey

According to the census, the median age in Millbrae was 45 years of age in 2011, which is higher than the countywide average age of 39 years and the California average age of 35 years. Approximately 22 percent of Millbrae’s residents are children under the age of 19, and 25 percent are adults over the age of 60. Millbrae, like other cities in San Mateo County, can expect to see a dramatic increase in the number of seniors as the baby boomer generation ages. Looking out to the year 2030, the California Department of Finance (2013) projects that the number of people over the age of 75 in San Mateo County will increase from 6% of the population to 10% of the population, comprising 79,949 of the projected 803,288 people in San Mateo County in 2030. The table below shows the current distribution of the population in San Mateo County by age cohort.

Age of Residents (2011)

	Millbrae in 2000	Millbrae in 2011	San Mateo County in 2011	State of California in 2011
Under 5 years	5%	4%	6%	7%
5 to 19 years	18%	18%	18%	21%
20 to 34 years	16%	16%	19%	22%
35 to 44 years	16%	12%	15%	14%
45 to 59 years	20%	25%	22%	20%
60 to 74 years	14%	14%	13%	11%
75 years and over	12%	11%	6%	5%
Median age	42	45	39	35
Total population	20,718	21,556	720,143	37,330,448

Source: 2000 US Census SF1, 2009-2011 American Community Survey

Housing Characteristics

Physical Characteristics

According to California Department of Finance (DOF) estimates, Millbrae had a total of 8,562 housing units as of January 2013, which is a six percent increase since 2000 when there 8,113 housing units in Millbrae. Most of the homes in Millbrae are both owner-occupied (65 percent) and single-family detached (64 percent). Most of the remaining homes are in buildings of three or more units, with about 15 percent in large buildings of 20 or more units.

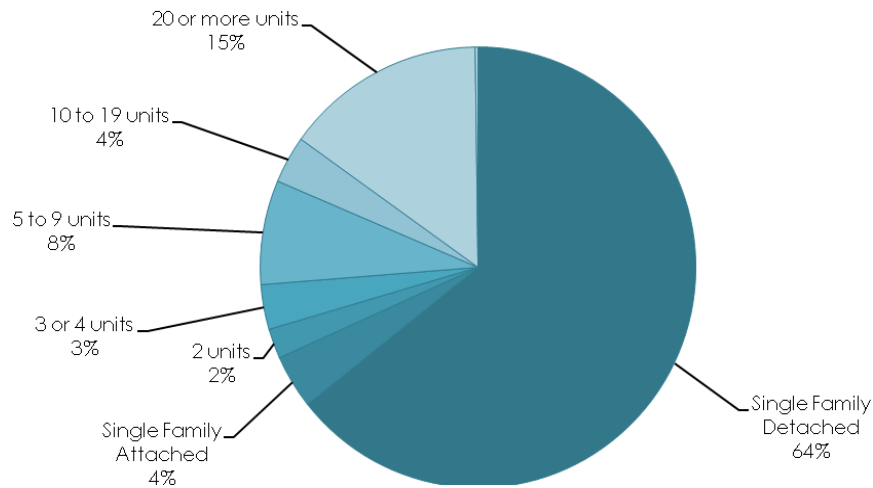
The table below shows housing units in Millbrae compared to San Mateo County as a whole and the State of California. The pie chart that follows shows the distribution of housing units by residential building type in Millbrae.

Total Housing Units (2000, 2010 and 2013)

	City of Millbrae		San Mateo County		State of California	
	Number	Percent Change	Number	Percent Change	Number	Percent Change
2000	8,113	n/a	260,576	n/a	12,214,549	n/a
2010	8,372	3.2%	271,031	4.0%	13,670,304	11.9%
2013	8,562	2.3%	272,477	0.5%	13,785,797	0.8%

Source: 2000 US Census and California Department of Finance April 2010 and January 2013 Estimates — <http://www.dof.ca.gov/research/demographic/reports/estimates/e-5/2011-20/view.php>

Residential Building Types in Millbrae (2011)



Source: 2009-2011 American Community Survey

The tables below are from the census and compare the distribution of building types and the number of bedrooms per unit between Millbrae, San Mateo County as a whole and the State of California.

Residential Building Types Comparison (2011)

	City of Millbrae	San Mateo County	State of California
Single family detached	64%	57%	58%
Single family attached	4%	9%	7%
2 units	2%	2%	3%
3 or 4 units	3%	5%	6%
5 to 9 units	8%	6%	6%
10 to 19 units	3%	6%	5%
20 or more units	15%	14%	11%
Mobile home or other	0%	1%	4%
Total Housing Units	8,274	271,140	13,688,351

Source: 2009-2011 American Community Survey

Number of Bedrooms Per Unit Comparison (2011)

	City of Millbrae	San Mateo County	State of California
No bedroom	4%	4%	4%
1 bedroom	11%	16%	14%
2 bedrooms	21%	26%	28%
3 bedrooms	42%	34%	33%
4 bedrooms	18%	16%	16%
5 or more bedrooms	3%	5%	4%
Total	8,274	271,140	13,688,351

Source: 2009-2011 American Community Survey

Occupancy Characteristics

Similar the rest of San Mateo County and the Bay Area as a whole, the demand for both rental and ownership housing in Millbrae is strong. Millbrae's vacancy rate for owner-occupied homes was very low according to data from the ACS in 2011. Millbrae's vacancy rate for rental units in 2011, however, was 6.5 percent, which is not considered a tight market. According to information from the California DOF, the overall vacancy rate in Millbrae was 5.3% as of January 2013, although this figure includes all housing, including vacant housing unavailable for rent or sale. A housing market with a vacancy rate under five percent is considered to be tight and contributes to concerns about overcrowding, housing availability and choice, and housing affordability. The recent increases in rents and construction of new rental housing in San Mateo County are indicative of the high demand for rental housing relative to the supply of available rental units.

Vacancy Rates (2000 and 2011)

		City of Millbrae	San Mateo County	State of California
2000	Owner	0.4%	0.5%	1.4%
	Renter	2.6%	1.8%	3.7%
2011	Owner	0.0%	1.2%	2.2%
	Renter	6.5%	4.0%	5.5%

Source: 2009-2011 American Community Survey, 2000 US Census

Almost two-thirds of the occupied housing units in Millbrae are owner-occupied (65%). By comparison, the occupied housing units in San Mateo County as a whole are 59 percent owner-occupied.

The table below compares the distribution of owner and renter housing in 2000 and 2011 with San Mateo County as a whole and the State of California.

Tenure of Housing (2000 and 2011)

		City of Millbrae	San Mateo County	State of California
2000	Percent Owners	64%	61%	57%
	Percent Renters	36%	39%	43%
2011	Percent Owners	65%	59%	56%
	Percent Renters	35%	41%	44%

Source: 2010 US Census SF1, 2009-2011 American Community Survey

Millbrae's average household size was 2.7 as of January 2013 (California Department of Finance). Based on the census, ownership households are slightly larger, while rental households are slightly smaller.

Household Size and Owners Compared to Renters (2000 and 2011)

		City of Millbrae	San Mateo County	State of California
2000	Average Household Size	2.6	2.7	2.9
2011	Average Household Size	2.6	2.7	2.9
	Owners Average Household Size	2.8	2.8	3.0
	Renters Average Household Size	2.4	2.7	2.9

Source: 2010 US Census SF1, 2009-2011 American Community Survey

Most of the households in Millbrae are family households (70 percent) — 27 percent with children and 43 percent without children. A quarter of the households are comprised of a single person living alone. According to a United States Census Bureau report, nationwide over the last 60 years the number of single person households has increased dramatically — from 10% of all households in the United States in 1950 to

In 1970, to 17 percent in 1970, and by 2012, the proportion of single-person households increased to 27.4 percent of all households. The share of households that were married couples with children has halved since 1970, from 40 percent to 20 percent in 2012, according to the report. Households by type in 2011 are shown in the table below.

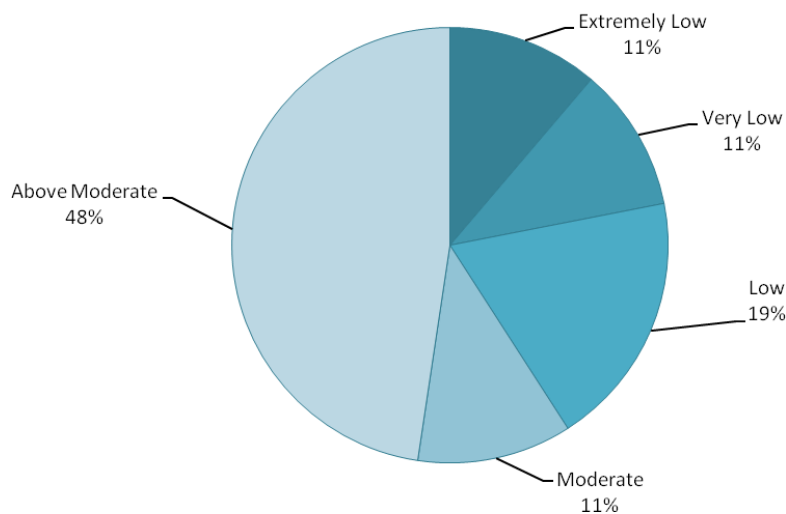
Households by Type (2011)

	City of Millbrae	San Mateo County	State of California
Single person	25%	25%	24%
Family no kids	43%	37%	35%
Family with kids	27%	31%	33%
Multi-person, nonfamily	5%	7%	7%
Total households	7,988	256,305	12,433,049

Source: 2009-2011 American Community Survey

The median household income in Millbrae is \$92,700, which is comparable to the countywide median of \$92,000. The graph below shows the distribution of households by income in Millbrae in 2011. Approximately 41 percent of Millbrae’s households are considered lower income (earning less than 50% of the San Mateo County median income), with 11 percent of Millbrae’s households considered extremely low income (earning less than 30% of the San Mateo County median income). Almost half the households in San Mateo earn more than a moderate income.

Distribution of Households in Millbrae by Income (2010)



Source: CHAS Data 2006-2010

Household Income (2013)			
	City of Millbrae	San Mateo County	State of California
Under \$25,000	12%	12%	21%
\$25,000 to \$34,999	5%	6%	9%
\$35,000 to \$49,999	9%	10%	13%
\$50,000 to \$74,999	16%	16%	17%
\$75,000 to \$99,999	16%	12%	12%
\$100,000+	41%	44%	28%
Poverty Rate	5.8%	7.4%	16%
Total	7,988	256,305	12,433,049
Median Income 2000	\$92,345	\$95,606	\$64,116
Median Income 2011	\$92,719	\$91,958	\$63,816

Source: Association of Bay Area Governments, adjusted to 2013 dollars

Generally, renters are as likely as owners to be lower income. However, lower income renters are more likely to be impacted when rents increase due to their income and the limited availability of choices in the rental housing market.

City of Millbrae Households by Income Category and Housing Tenure (2010)

	Extremely Low Income	Very Low Income	Low Income	Moderate Income	Above Moderate Income
Owners	47%	52%	47%	61%	78%
Renters	53%	48%	53%	39%	22%
Total Number	900	860	1,525	920	3,825
Percent of all households	11%	11%	19%	11%	48%

Source: CHAS Data 2006-2010

Housing San Mateo County’s Workforce

Though San Mateo County has a robust economy, much of its workforce cannot afford to live within the county. Job growth has been strong, although cyclical, over the past 10 years, and is projected to continue. However, housing development has not kept up the pace with the growth in local jobs. According to the Department of Housing, by 2025, San Mateo County’s supply of housing will only meet one third to one half of the demand. Additionally, 40 percent of new jobs in the county will pay lower income wages.

A home meets the standard definition of affordability if it does not cost more than 30 percent of a household’s income. A household that spends more than 30 percent of its gross income on housing is considered to be overpaying for housing. Housing that costs more than 30% of household income is a more acute problem for lower income households, since there is less discretionary money for other necessities.

While individual household income conditions vary, an example can be useful to illustrate affordability conditions for a low income family in San Mateo County. A four-person family with one parent working fulltime as a cook and the other parent working in retail, can afford a monthly rent of about \$1,400 and a home sales price of \$222,000. A single parent family with the adult working as a police officer would be considered moderate income, and can afford a monthly rent of about \$2,400 and a home costing \$374,000. Neither of these example households can afford San Mateo County’s median condominium, costing \$579,418, or single-family home, which costs \$1,246,121 (SAMCAR), although the example single-parent family can afford the median county rent of \$2,234.

Other examples of affordable home sales and rents based on occupation are shown in the table below.

Home Affordability by Occupation (2013)

Occupation	Annual Salary	Affordable Home	Affordable Rent
Elementary School Teacher	\$66,590	\$255,805	\$1,665
Police Officer	\$97,487	\$374,495	\$2,437
Cook	\$29,247	\$112,352	\$731
Retail Salesperson	\$28,427	\$109,202	\$711
Registered Nurse	\$112,137	\$430,774	\$2,804

Source: HCD State Income Limits 2013; www.hsh.com/calc-howmuch.html
 Maximum Affordable House Price is based on the following assumptions: 4.5% interest rate;
 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance
 rate; and no other monthly payments/debt.

Millbrae is primarily a residential community with approximately 4,400 jobs, or one job for every five residents. Ninety-seven percent of people who work in Millbrae live elsewhere, and only five percent of Millbrae's employed residents work within the city, according to census data.

According to ABAG projections, employment in Millbrae will increase by a third, or 2,320 jobs, between 2000 and 2025. Almost half these jobs will be in the Financial and Professional Service sector.

Workforce Age, Salary and Education (2011)

	City of Millbrae	San Mateo County
Jobs by Worker Age		
Age 29 or Younger	26%	19%
Age 30 to 54	53%	61%
Age 55 or Older	21%	20%
Salaries Paid by Jurisdiction Employers		
\$1,250 per Month or Less	23%	14%
\$1,251 to \$3,333 per Month	44%	27%
More than \$3,333 per Month	33%	59%
Jobs by Worker Educational Attainment		
Less than High School	12%	9%
High school or Equivalent, No College	13%	13%
Some College or Associate Degree	21%	23%
Bachelor's Degree or Advanced Degree	28%	36%
Educational Attainment Not Available	26%	19%
Total Workers	4,362	303,529

Source: 2011 U.S. Census On The Map
 (Educational Attainment Not Available is for workers 29 and younger)

Home Prices and Sales Housing Affordability

According to data from Zillow (www.zillow.com), in October 2013 the median sales price for a single-family home in San Mateo was \$1,200,100 and the median sales price for a multi-family unit was \$635,500. Also according to Zillow, home sales prices in San Mateo have increased by more than a quarter in the past year. In general, Millbrae's housing prices are significantly more expensive than countywide averages.

For single people and families earning a moderate income or below, the median-priced home in Millbrae is unaffordable and rental housing provides the only option. A lack of affordable housing can lead to overcrowding or overpayment for lower income households, and may mean that lower income people are forced to live elsewhere.

The tables below are from the San Mateo County Association of Realtors (SAMCAR) and show median single family and condominium home price trends between 2005 and the third quarter of 2013. The average price of a single family home in San Mateo County increased between 2005 and 2013 by about \$150,000 (from \$1,095,951 in 2005 to \$1,246,121 in 2013). The average priced condominium decreased in price during that same time period by \$6,616 (from \$586,034 in 2005 to \$579,418 in 2013).

Median Single Family Home Sales Prices (2005, 2010, 2012 and 3rd Quarter 2013)

	2005	2010	2012	Third-Quarter of 2013	Actual Change (2005-2013)
Atherton	\$3,000,000	\$2,900,000	\$3,200,000	\$3,225,000	+\$225,000
Belmont	\$920,500	\$882,000	\$912,000	\$1,123,500	+\$203,000
Brisbane	\$690,500	\$532,500	\$597,500	\$720,000	+\$29,500
Burlingame	\$1,250,000	\$1,080,000	\$1,300,000	\$1,520,500	+\$270,500
Colma	\$792,500	\$462,500	\$432,500	\$400,000	-\$392,500
Daly City	\$730,000	\$520,000	\$485,000	\$630,767	-\$99,233
East Palo Alto	\$605,000	\$247,250	\$285,000	\$400,000	-\$205,000
Foster City	\$1,050,000	\$962,500	\$1,000,000	\$1,278,000	+\$228,000
Half Moon Bay	\$965,000	\$725,000	\$735,500	\$849,900	-\$115,100
Hillsborough	\$2,500,000	\$2,375,000	\$2,750,000	\$3,250,000	+\$750,000
Menlo Park	\$1,255,000	\$1,200,000	\$1,325,000	\$1,460,000	+\$205,000
Millbrae	\$976,500	\$870,000	\$910,000	\$1,205,000	+\$228,500
Pacifica	\$817,500	\$532,500	\$520,000	\$666,000	-\$151,100
Portola Valley	\$1,855,000	\$1,722,000	\$2,200,000	\$1,970,000	+\$115,000
Redwood City	\$835,000	\$1,017,500	\$999,999	\$949,950	+\$114,950
San Bruno	\$749,000	\$549,000	\$536,187	\$710,000	-\$39,000
San Carlos	\$965,000	\$895,000	\$1,000,000	\$1,201,000	+\$236,000
San Mateo	\$860,000	\$750,000	\$778,000	\$925,500	+\$65,500
South San Francisco	\$740,000	\$520,000	\$500,750	\$650,000	-\$90,000
Woodside	\$1,825,000	\$1,755,000	\$1,605,000	\$1,810,000	-\$15,000
San Mateo County Average Sales Price	\$1,095,951	\$934,680	\$976,787	\$1,246,121	+\$150,170

Source: San Mateo County Association of Realtors (SAMCAR), based on statistics compiled by MLS, Inc.
— http://www.samcar.org/index.cfm/sales_statistics.htm

Median Condominium Home Sales Prices (2005, 2010, 2012 and 3rd Quarter 2013)

	2005	2010	2012	Third-Quarter of 2013	Actual Change (2005-2013)
Atherton	\$715,000	\$688,700	—	—	—
Belmont	\$527,000	\$410,000	\$525,000	\$804,000	+\$277,000
Brisbane	\$660,000	\$330,000	\$417,322	\$508,000	-\$152,000
Burlingame	\$650,000	\$539,250	\$648,000	\$685,000	+\$35,000
Colma	—	—	\$385,000	—	—
Daly City	\$485,000	\$277,500	\$261,000	\$417,500	-\$67,500
East Palo Alto	\$470,000	\$246,000	\$290,000	\$425,000	-\$45,000
Foster City	\$679,500	\$600,000	\$570,000	\$660,000	-\$19,500
Half Moon Bay	\$552,250	\$365,000	\$366,250	\$439,000	-\$113,250
Hillsborough	—	—	—	\$572,000	—
Menlo Park	\$830,000	\$816,000	\$895,000	\$864,000	+\$34,000
Millbrae	\$600,000	\$512,500	\$549,000	\$624,900	+\$24,900
Pacifica	\$573,281	\$360,000	\$311,250	\$452,250	-\$121,031
Portola Valley	—	—	—	—	—
Redwood City	\$539,500	\$438,500	\$490,000	\$592,500	+\$53,000
San Bruno	\$355,500	\$199,500	\$560,000	\$278,500	-\$77,000
San Carlos	\$614,750	\$525,000	\$500,000	\$727,000	+\$112,250
San Mateo	\$505,000	\$365,000	\$405,000	\$517,000	+\$12,000
South San Francisco	\$535,500	\$335,000	\$310,000	\$433,000	-\$102,500
Woodside	\$725,000	—	—	\$840,000	+\$115,000
San Mateo County Average Sales Price	\$586,034	\$449,467	\$457,835	\$579,418	-\$6,616

Source: San Mateo County Association of Realtors (SAMCAR), based on statistics compiled by MLS, Inc.
 — http://www.samcar.org/index.cfm/sales_statistics.htm

The ability of a household to be able to purchase a median priced single family home or town home/condominium is shown in the table below. The annual income, or ability to pay, is based on the income limits by household size established annually by HCD.

Ability to Pay for For-Sale Housing in Millbrae (2013)

	Annual Income	Maximum Affordable Home Price	Median Priced Single Family Detached Home	Affordability Gap for Single Family Home	Median Priced Town home or Condominium	Affordability Gap for Town home or Condominium
Single Person Household						
Extremely Low Income	\$23,750	\$97,114	\$1,200,100	-\$1,102,986	\$635,500	-\$538,386
Very Low Income	\$39,600	\$161,925	\$1,200,100	-\$1,038,175	\$635,500	-\$473,575
Low Income	\$63,350	\$259,039	\$1,200,100	-\$941,061	\$635,500	-\$376,461
Median Income	\$72,100	\$294,818	\$1,200,100	-\$905,282	\$635,500	-\$340,682
Moderate Income	\$86,500	\$353,699	\$1,200,100	-\$846,401	\$635,500	-\$281,801
Four Person Household						
Extremely Low Income	\$33,950	\$138,822	\$1,200,100	-\$1,061,278	\$635,500	-\$496,678
Very Low Income	\$56,550	\$231,233	\$1,200,100	-\$968,867	\$635,500	-\$404,267
Low Income	\$90,500	\$347,655	\$1,200,100	-\$852,445	\$635,500	-\$287,845
Median Income	\$103,000	\$370,055	\$1,200,100	-\$830,045	\$635,500	-\$265,445
Moderate Income	\$123,600	\$505,402	\$1,200,100	-\$694,698	\$635,500	-\$130,098

Source: Baird + Driskell Community Planning; San Mateo County Association of Realtors; www.hsh.com/calc-howmuch.html
 Affordable House Price is based on the following assumptions: 4.5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down payment; .5% insurance rate; and no other monthly payments/debt)

Rents and Rental Housing Affordability

Rents in San Mateo have significantly exceeded pre-housing crisis rates as of 2013. According to RealFacts LLC, a firm that conducts monthly surveys of rents for complexes over 50 units in size, in 2013 a 1-bedroom home in Millbrae cost \$2,000 to rent and a two-bedroom home cost \$2,500 to rent. Rents have been generally rising since 2010, after seeing a dip during the recent housing and economic downturn. RealFacts' most recent report, prepared in October 16, 2013, concludes "Bay Area apartment rents slowed their march upward in the third quarter in a sign that the worst may be over in a region that has been slammed by two years of increases."

Between 2005 and 2013, as shown in the table below, rent for a 1-bedroom, 1-bath home increased 21.5%, and rent for a 2-bedroom, 1-bath home increased 14.9%. Also below is a table that adjusts rents for inflation over the 2005 to 2013 time period (inflation rate of 19% over the eight year period).

Based on the data, a single person would need to earn a moderate income or above in order to afford to rent a one-bedroom apartment in Millbrae. Rental prices in Millbrae are generally unaffordable for the 40 percent of the population earning below the median income.

Average Rents in Millbrae (2005-2013)

	1 Bedroom 1 Bath		2 Bedroom 1 Bath	
	Price	Annual Percent Increase	Price	Annual Percent Increase
2005	\$1,374	—	\$1,645	—
2006	\$1,516	10%	\$1,822	11%
2007	\$1,692	12%	\$2,072	14%
2008	\$1,799	6%	\$2,203	6%
2009	\$1,670	-7%	\$2,146	-3%
2010	\$1,598	-4%	\$1,973	-8%
2011	\$1,810	13%	\$2,223	13%
2012	\$2,023	12%	\$2,493	12%
2013	\$2,030	0%	\$2,465	-1%

Source: RealFacts Annual Trends Report

Summary of Rents (2013)

	City of Millbrae		San Mateo County	
	RealFacts	Craigslist	RealFacts	Craigslist
Studio	n/a	n/a	\$1,463	\$1,429
One Bedroom	\$2,030	\$1,920	\$2,004	\$1,990
Two Bedroom	\$2,465	\$2,948	\$2,285	\$2,660
Three Bedroom	n/a	\$3,571	\$3,400	\$3,758
Four Bedroom	n/a	\$3,900	n/a	\$6,418

Source: RealFacts Annual Trends Report, based on reporting from large apartment complexes, Craigslist Survey conducted in June and July 2013. County Craigslist information derived from average of municipal sampling.

The ability of a household to be able to rent a median a home is shown in the table below. The annual income, or ability to pay, is based on the income limits by household size established annually by HCD.

Ability to Pay for Rental Housing in Millbrae (2013)

	Annual Income	Maximum Affordable Monthly Rent	2012 Market Rent	Affordability Gap
Single Person				
Extremely Low Income	\$23,750	\$594	\$2,030	-\$1,436
Very Low Income	\$39,600	\$990	\$2,030	-\$1,040
Low Income	\$63,350	\$1,584	\$2,030	-\$446
Median Income	\$72,100	\$1,803	\$2,030	-\$228
Moderate Income	\$86,500	\$2,163	\$2,030	\$133
Four Person				
Extremely Low Income	\$33,950	\$849	n/a	\$849
Very Low Income	\$56,550	\$1,414	n/a	\$1,414
Low Income	\$90,500	\$2,263	n/a	\$2,263
Median Income	\$103,000	\$2,575	n/a	\$2,575
Moderate Income	\$123,600	\$3,090	n/a	\$3,090

Source: Baird + Driskell Community Planning; RealFacts (2013)

Note: Estimates based upon upper end of income bracket. Single person analysis based upon 1 bedroom 1 bath unit, four-person estimate is based on 3 bedroom 2 bath unit. Ability to pay is based upon 30% of income devoted to housing.

Adjusting for Inflation

The tables below adjust sales prices and rents for inflation over the 2005 to 2013 time period (inflation rate of 19 percent over the eight year period). In 2013 dollars, average household income in Millbrae increased slightly from \$92,345 in 2000 to \$92,719 in 2011, or a 0.4 percent increase in purchasing power over that time period. In real purchasing power (constant 2013 dollars), home sales prices have gone down significantly in Millbrae since 2005. However, over the 2005 to 2013 period rents, in constant 2013 dollars, rents have increased 24.2 percent for one-bedroom units and 26 percent for two-bedroom units.

The conclusions of this analysis are that: (1) Sales housing prices are significantly lower than seven years ago, but still only affordable to households earning higher than a moderate income, (2) incomes have remained relatively consistent, and so household purchasing power has remained the same, (3) rents have significantly increased relative to purchasing power, with rents increasing by about 25 percent in real dollars while incomes have remained flat over the same time period. This analysis underscores the challenges of availability and affordability of market rate rental and sales housing in San Mateo County.

Median Home Sale Prices in 2013 Dollars — Adjusted for Inflation (2005-2012)

	Single Family			Multi-Family		
	City of Millbrae	San Mateo County	State of California	City of Millbrae	San Mateo County	State of California
2005	\$1,216,228	\$939,148	\$576,436	\$714,000	\$586,432	\$498,848
2006	\$1,269,602	\$961,170	\$636,410	\$678,500	\$625,140	\$534,980
2007	\$1,181,994	\$935,536	\$594,272	—	\$600,432	\$493,920
2008	\$1,105,137	\$865,512	\$485,784	\$518,400	\$554,364	\$412,776
2009	\$1,003,606	\$749,304	\$365,580	\$561,600	\$465,696	\$337,716
2010	\$940,651	\$762,910	\$359,948	\$548,375	\$449,507	\$333,733
2011	\$915,800	\$691,439	\$330,527	\$454,745	\$390,576	\$300,142
2012	\$974,095	\$660,944	\$305,727	\$554,490	\$360,065	\$271,185
8-Year Change	-\$242,133	-\$278,204	-\$270,709	-\$159,510	-\$226,367	-\$227,663
8-Year Percent Change	-19.9%	-29.6%	-47.0%	-22.3%	-38.6%	-45.6%

Source: San Mateo County Association of Realtors, based on actual sales of each year; State based on Zillow/MLS (adjusted for inflation to 2013 dollars)

Average Rents in Millbrae in 2013 Dollars — Adjusted for Inflation (2005-2012)

	1 Bedroom 1 Bath		2 Bedroom 1 Bath	
	Price	Annual Percent Increase	Price	Annual Percent Increase
2005	\$1,635	-	\$1,958	-
2006	\$1,743	7%	\$2,095	7%
2007	\$1,895	9%	\$2,321	11%
2008	\$1,943	3%	\$2,379	3%
2009	\$1,804	-7%	\$2,318	-3%
2010	\$1,710	-5%	\$2,111	-9%
2011	\$1,864	9%	\$2,290	8%
2012	\$2,043	10%	\$2,518	10%
2013	\$2,030	-1%	\$2,465	-2%
2005-2013 Change	+\$395	+24.2%	+\$507	+26.0%

Source: RealFacts Annual Trends Report, based on reporting from large apartment complexes (over 50 units in size) with rents adjusted for inflation to 2013 dollars

Overpayment for Housing

Using the 30 percent of income threshold, a significant number of households are overpaying for housing in Millbrae. However, there are a smaller number of lower income households in Millbrae who are overpaying for owner-occupied homes than elsewhere in the county.

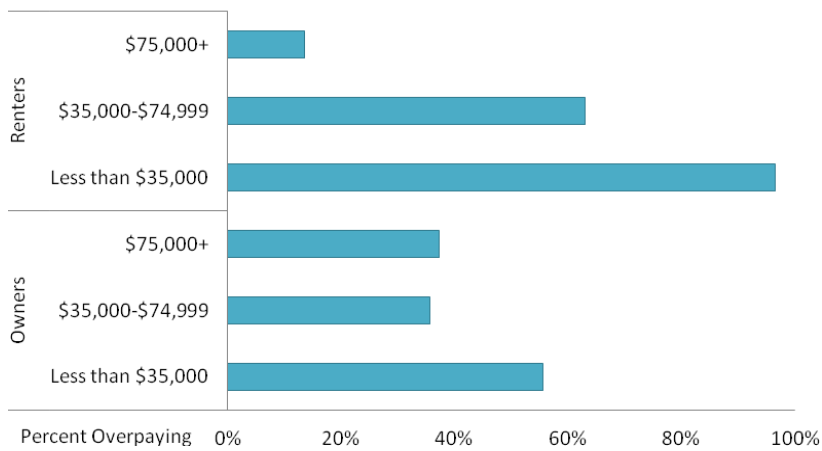
Just over half of Millbrae households earning under \$35,000 annually are overpaying for housing. While this is a significant percentage, it is less than the countywide number of 68 percent, and less than other cities with

comparable 2013 housing prices. Just over a third of Millbrae homeowners making between \$35,000 and \$75,000 are overpaying for housing, and a similar proportion of those making over \$75,000 are overpaying as well. This is indicative of the fact that many Millbrae residents moved to the city when housing prices were less expensive.

More renters are overpaying for their housing than owners. Almost all Millbrae renters making under \$35,000 are overpaying for their homes. Renters making between \$35,000-\$75,000 are also likely to be overpaying as well.

Without choices and the availability of affordable housing in Millbrae, lower-income people may choose to live elsewhere and commute into the city to work. Or, those households who live in Millbrae may live in overcrowded homes, and have limited money to dedicate towards other necessities such as food, transportation, and medical care.

Millbrae Households Overpaying for Housing by Income (2011)



Source: 2009-2011 American Community Survey

Households Overpaying for Housing (2011)

	Income	City of Millbrae		San Mateo County	State of California
		Number	Percent	Percent	Percent
Owner-occupied	Less than \$35,000	332	56%	68%	68%
	\$35,000-\$74,999	374	36%	53%	54%
	\$75,000+	1294	37%	33%	27%
Renter-occupied	Less than \$35,000	564	97%	95%	90%
	\$35,000-\$74,999	600	63%	61%	49%
	\$75,000+	152	14%	11%	9%

Source: 2009-2011 American Community Survey

Note: Excludes Households with no income or cash rent.

Housing Overcrowding

According to the U.S. Census Bureau, a unit is considered overcrowded if it the unit is occupied by more than 1.01 persons per room (excluding bathrooms and kitchens). Homes with more than 1.5 persons per room are considered severely overcrowded. Overcrowding increases health and safety concerns and stresses the condition of the housing stock and infrastructure. Overcrowding correlates strongly with household size, particularly for large households.

Millbrae has relatively low rates of overcrowding. Rental homes show higher rates of overcrowding than owner-occupied homes, with three percent of rental homes being overcrowded, and five percent being extremely overcrowded.

Number of Overcrowded Units (2011)

		Number of Occupied Homes in Millbrae	City of Millbrae Percentage	San Mateo County Percentage	State of California Percentage
		Owners	Not overcrowded	5,065	98%
Overcrowded	93		1.8%	3%	3%
Extremely overcrowded	30		0.6%	1%	1%
Renters	Not overcrowded	2,564	92%	86%	86%
	Overcrowded	92	3.3%	8%	8%
	Extremely overcrowded	144	5.1%	5%	6%

Source: 2009-2011 American Community Survey

Note: 0-1 people per room is not overcrowded, 1-1.5 people per room is overcrowded, more than 1.5 people per room is extremely overcrowded

Other Housing Issues

In addition to issues with affordability and overcrowding, housing can have physical problems such as lack of facilities or deterioration due to age. One of the best ways to assess the condition of the housing stock is through a windshield survey. The census also provides useful information as to the conditions of the housing stock.

Almost half the homes in Millbrae were built before 1960, and 85 percent of the total housing stock were built before 1980. Often, older homes can be more expensive to maintain and rehabilitate.

The census tracks other housing problems, including a lack of plumbing and kitchen facilities. A small number of houses in Millbrae are lacking facilities, with 155 homes, or two percent of the total homes, lacking complete kitchen facilities. The tables below show the age of housing and the number of housing units with housing problems. The census uses the definition of a complete kitchen as including a sink with piped water, range or cook stove and a refrigerator.

Year Structure Built (2011)

	City of Millbrae	San Mateo County	State of California
Built in 2000 or more recently	4%	5.4%	12%
Built in 1990s	3%	6%	11%
Built in 1980s	7%	9%	15%
Built in 1970s	16%	17%	18%
Built in 1960s	23%	17%	14%
Built 1950s or Earlier	47%	45%	30%
Total	8,274	271,140	13,688,351

Source: 2009-2011 American Community Survey

Number of Potential Housing Problems (2011)

	City of Millbrae		San Mateo County	
	Number	Percent	Percent	Percent
Lacking complete plumbing facilities	0	0.0%	0.3%	0.6%
Lacking complete kitchen facilities	155	1.9%	0.9%	1.3%
No telephone service available	44	0.6%	1.2%	1.9%

Source: 2009-2011 American Community Survey

Regional Housing Needs Allocation (RHNA)

The Regional Housing Needs Allocation (RHNA) process addresses housing needs across income levels for each jurisdiction in California. All of the Bay Area’s 101 cities and nine counties are given a share of the Bay Area’s total regional housing need. The Bay Area’s regional housing need is allocated by the California Department of Housing and Community Development (HCD), and finalized through negotiations with the Association of Bay Area Governments (ABAG). San Mateo County jurisdictions, through a unique process different from other Bay Area counties, collaboratively developed a formula to divide up San Mateo County’s overall housing allocation among the 21 jurisdictions in the county.

Millbrae’s RHNA requires the city to ensure there is land available for a total of 633 new units between 2014 and 2022. Further, approximately 39 percent of those units will be for households making more than moderate income, 17 percent will be for households making moderate income, 15 percent for low-income, and 15 percent for very low income and extremely low income households each. The total number of housing units and the distribution by income category requires the city to make sure there are adequate housing sites and programs to address a variety of housing choices, types and densities.

Regional Housing Needs Allocation (2014 – 2022)

	Extremely Low Income Up to \$31,650	Very Low Income \$31,651-\$52,750	Low Income \$52,751-\$84,400	Moderate Income \$84,401-\$123,600	Above Moderate Income \$123,601+	Total
Atherton	17	18	26	29	3	93
Belmont	58	58	63	67	222	468
Brisbane	12	13	13	15	30	83
Burlingame	138	138	144	155	288	863
Colma	10	10	8	9	22	59
Daly City	200	200	188	221	541	1,350
East Palo Alto	32	32	54	83	266	467
Foster City	74	74	87	76	119	430
Half Moon Bay	26	26	31	36	121	240
Hillsborough	16	16	17	21	21	91
Menlo Park	116	117	129	143	150	655
Millbrae	96	97	101	112	257	663
Pacifica	60	61	68	70	154	413
Portola Valley	10	11	15	15	13	64
Redwood City	353	353	429	502	1,152	2,789
San Bruno	179	179	161	205	431	1,155
San Carlos	97	98	107	111	183	596
San Mateo	429	430	469	530	1,242	3,100
South San Francisco	282	283	281	313	705	1,864
Woodside	11	12	13	15	11	62
Unincorporated	76	77	103	102	555	913
San Mateo County Total	2,292	2,303	2,507	2,830	6,486	16,418

Source: Association of Bay Area Governments, Final 2014-2022 Regional Housing Need Allocation by County. Yearly Income is based on a family of four.

Special Housing Needs

Certain groups have greater difficulty in finding decent, affordable housing due to their special circumstances. Special circumstances may be related to employment and income, family characteristics, disability, and household characteristics.

In addition to overall housing needs, cities and counties must plan for the special housing needs of certain groups. State law (65583(a)(6)) requires that several populations with special needs be addressed — homeless people, seniors, people living with a disability, large families, female-headed households and farm workers. This section provides a discussion of the housing needs facing each group.

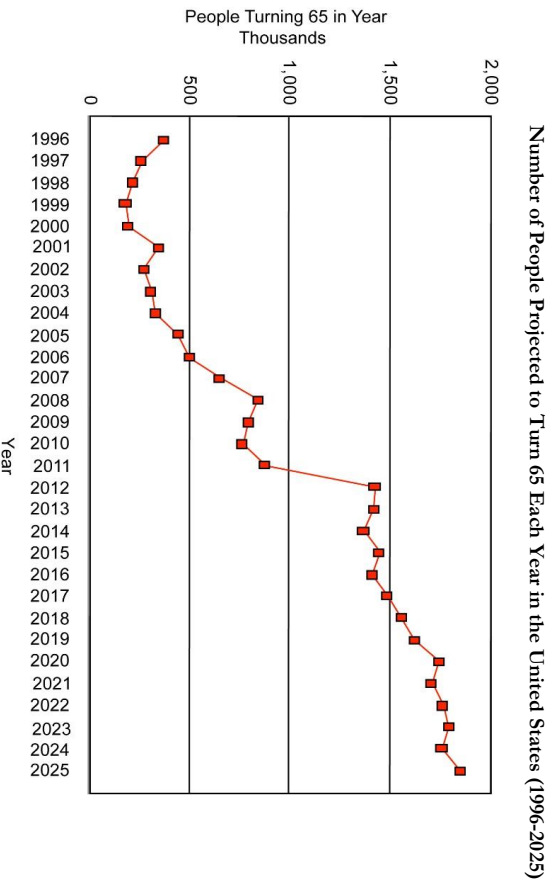
Seniors

Seniors face many housing challenges as they age, including the likelihood of a fixed budget, higher medical costs and greater likelihood of disabilities. According to census, there are currently approximately 3,871 seniors living in Millbrae.

Seniors' income tends to decline as they age. Young seniors often have some retirement savings or employment income that can supplement social security. More than 42 percent of seniors in the 65-74 year age bracket worked in the past year, while only 10 percent of seniors age 75 or more worked. Older seniors are more likely to use up their savings and therefore are more likely to live in poverty.

Younger seniors tend to need less support. Most prefer to stay in their home for as long as they can. They may benefit from programs to help them rehabilitate their homes to make them better for people to age in place. Older seniors often are unable to maintain a single family home and look to move to a smaller home or some type of senior living development. Senior renters are particularly at risk for displacement because their incomes are decreasing while their housing expenses are increasing.

The graph below shows the significant increase in the senior population in the United States, with a significant increase between 2011-2014 as baby boomers reach 65 years of age.



Source: Pew Research Center, 2010

Just over a quarter of seniors in Millbrae make more than \$100,000 annually, while 45 percent make less than \$50,000. The poverty rate among seniors in Millbrae is similar to the poverty rate for seniors in the county as a whole.

Seniors in Millbrae, like seniors in San Mateo County as a whole, are significantly more likely to be homeowners than renters. Thus, housing concerns for seniors in Millbrae might include retrofits to allow seniors to age in place (stay in their current home as they get older) or stay in the community but in a smaller unit or with services available. Often, homeownership means greater housing security.

According to the 2013 report, *Key Housing Trends in San Mateo*, 52 percent of seniors who rent in San Mateo County are economically insecure while only 27 percent of seniors who own their own home without a mortgage are economically insecure.

As the large baby boomer generation ages, Millbrae, like the rest of San Mateo County, is expected to see a growing senior population. According to *Key Housing Trends in San Mateo County*, the county can expect to see a 76 percent increase in the number of seniors. A key challenge in the coming years will be how to accommodate the needs of aging residents. For more information about senior trends and preferences, see the 2013 *Key Housing Trends in San Mateo* report.

The tables below show a comparison of income and home ownership for seniors living in Millbrae and San Mateo County compared to the State of California.

Senior Households by Income (2011)

	City of Millbrae	San Mateo County	State of California
Below Poverty Level	6%	6%	10%
Income under \$30,000	23%	28%	38%
\$30,000-\$49,000	22%	19%	20%
\$50,000-\$74,999	18%	16%	16%
\$75,000-\$99,999	11%	11%	9%
\$100,000+	26%	26%	17%
Total Senior Households	2,337	55,093	2,474,879

Source and Notes: 2009-2011 American Community Survey, Seniors are age 65+

Senior Households by Tenure (2011)

		City of Millbrae	San Mateo County	State of California
All Ages	Owners	64%	60%	57%
	Renters	36%	40%	43%
	Total	8,108	256,423	12,433,172
Age 65-74	Owners	77%	79%	75%
	Renters	23%	21%	25%
	Total	1,029	27,053	1,265,873
Age 75-84	Owners	84%	81%	75%
	Renters	16%	19%	25%
	Total	841	18,014	823,750
Age 85 +	Owners	71%	75%	69%
	Renters	29%	25%	31%
	Total	725	9,136	342,029

Source and Notes: 2009-2011 American Community Survey, Seniors are age 65 +

People Living with Disabilities

The Census Bureau defines disability as, “A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.” Not surprisingly, people over 65 are much more likely to have a disability.

People with disabilities face many challenges when looking for housing. There is a limited supply of handicap accessible, affordable housing generally, and the supply is especially tight near transit. Being near transit is important because many people with disabilities cannot drive. People with disabilities are also often extremely

low income due to the challenge of securing long-term employment, and to higher medical bills. Additionally, because some people with disabilities, particularly developmental disabilities, have lived with their parents they often do not have rental or credit history. This makes it harder to compete for the limited housing that is available.

People with disabilities may have unique housing needs. Fair housing laws and subsequent federal and state legislation require all cities and counties to further housing opportunities by identifying and removing constraints to the development of housing for individuals with disabilities, including local land use and zoning barriers, and to also provide reasonable accommodation as one method of advancing equal access to housing.

The Fair Housing laws require that cities and counties provide flexibility or even waive certain requirements when it is necessary to eliminate barriers to housing opportunities for people with disabilities. An example of such a request might be to place a ramp in a front yard to provide access from the street to the front door. The State Attorney General, in a letter to the City of Los Angeles in May 2001, stated that local governments have an affirmative duty under fair housing laws to provide reasonable accommodation and “It is becoming increasingly important that a process be made available for handling such requests that operates promptly and efficiently.” He advised jurisdictions not to use existing variance or conditional use permit processes because they do not provide the correct standard for making fair housing determinations and because the public process used in making entitlement determinations fosters opposition to much needed housing for individuals with disabilities.

A fundamental characteristic of a fair housing reasonable accommodation procedure is the establishment of appropriate findings that reflect the intent and specific language of both the federal and state fair housing statutes. In this regard, it is somewhat different than traditional or typical zoning cases because here the focus of review is the need of the individual with disabilities to overcome barriers to housing, not on the topography of the site or the unique character of the lot. The focus here is solely on the special need of the individual to utilize his or her home or dwelling unit, which is directly related to the individual’s disability. It is this reasoning that underlies the Attorney General’s warning not to utilize variance criteria for such determinations.

People with Developmental Disabilities

SB 812, signed into law in 2010, requires Housing Elements to include an analysis of the special housing needs of people with developmental disabilities. Additionally, SB 812 requires that individuals with disabilities receive public services in the least restrictive, most integrated setting appropriate to their needs

California defines developmentally disabled as a “severe and chronic disability that is attributable to a mental or physical impairment. The disability must begin before the person’s 18th birthday, be expected to continue indefinitely, and present a substantial disability.” Some development disabilities cause mental retardation and some do not. Common developmental disabilities include Down’s syndrome, autism, epilepsy and cerebral palsy.

People with developmental disabilities in San Mateo County have various diagnoses. The common ones are summarized below. Because people can have multiple diagnoses, the numbers total more than 100 percent.

The information below has been provided by the Golden Gate Regional Center (GGRC), which covers the San Francisco Bay Area.

Type of Developmental Disability in San Mateo County (2013)

	San Mateo County Percent
Mild/Moderate Mental Retardation	50%
Autism	18%
Epilepsy	18%
Cerebral Palsy	17%
Severe/Profound Mental Retardation	11%

Source: Golden Gate Regional Center, 2013

People with developmental disabilities tend to be younger than the general population. There are several reasons for this: for some diagnoses there is a shorter life expectancy; more importantly, starting in the 1990s there was an “autism wave” with many more young people being diagnosed with the disorder, for reasons that are still not well understood. The racial demographics of the developmentally disabled population mirror that of the population of the Bay Area.

Age of People with Development Disabilities in San Mateo County (2013)

	San Mateo County Percent
0-5	19%
6-21	30%
22-51	36%
52+	15%
Total	100%

Source: Golden Gate Regional Center, 2013

Many people with developmental disabilities are unable to secure long-term employment. This results in many people relying on Supplemental Security Income (SSI) and many earn 10-20 percent of the Area Median Income (AMI).

People with developmental disabilities have various housing needs and housing situations. Almost all (92 percent) of Millbrae residents with disabilities live with a parent or legal guardian. The remaining Millbrae residents with developmental disabilities live independently or with some supportive services.

Living Arrangements of People with Developmental Disabilities (2013)

Lives with	Number		Percent	
	City of Millbrae	San Mateo County	City of Millbrae	San Mateo County
Parents/Legal Guardian	66	2,289	92%	66%
Community Care Facility (1-6 Beds)	0	532	0%	15%
Community Care Facility (7+ Beds)	1	73	1%	2%
Independent/Supportive Living	1	349	1%	10%
Intermediate Care Facility	0	191	0%	5%
All Others	4	60	6%	2%
Total	72	3,494	100%	100%

Source: Golden Gate Regional Center, 2013. Counts based on zip code and may include small areas outside of jurisdictional borders.

According to the Golden Gate Regional Center (GGRC), trends that are affecting people with developmental disabilities include California’s moves to reduce institutionalization, ageing family caregivers not being able to continue providing in-house care and the growing wave of people with autism.

Deinstitutionalization – In 1977, California passed the Lanterman Developmentally Disabled Services Act, to minimize the institutionalization of developmentally disabled people, help them remain in their communities, and to allow them to live their lives as similar to non-disabled people as possible. To accomplish this end the State has been closing large institutional care facilities, resulting in more people with disabilities being integrated into the community. However, this has increased the demand for community-based independent living options to serve the needs of the developmentally disabled.

Ageing Baby Boomers Unable to Care for their Children with Developmental Disabilities – As displayed in the table below, almost three quarters of people with developmental disabilities live with a parent or caregiver, and many of these caregivers are baby boomers. As these caregivers age their ability to continue to care for their developmentally disabled children will decrease to the point where it is no longer possible. This trend is also going to be a factor in the increased need for community-based independent living options for the developmentally disabled. Many service delivery systems and communities are not prepared to meet the increasing need.

Increasing Numbers of People with Autism - A large number of people with developmental disabilities have autism. They have been brought up as independent members of the community and want to remain independent and involved in the community. There is a coming need to supply community-based independent living options for these individuals.

Living Arrangements of People with Developmental Disabilities in San Mateo County (2014)								
Age	Home of Parent or Guardian	Own Home	Licensed Group Home	Licensed Health Care Facility	Foster-Type Care	Homeless	Subtotal of Autism Only	Total Number for All Diagnoses
0-3	609	0	0	0	11	0	**	620
4-12	930	0	11	0	1	1	329	943
15-29	908	47	113	17	13	2	212	1,100
30-44	294	103	135	35	12	0	34	579
45-59	156	109	245	71	11	1	52	593
60-74	35	53	122	91	6	0	10	307
75-89	3	5	20	17	0	0	0	45
90-104	0	0	4	1	0	0	0	5
Grand Total	2,935	317	650	232	54	4	637	4,192

**No diagnosis yet

Source: Golden Gate Regional Center, February 2014

Other Disabilities

People in Millbrae also have non-developmental disabilities, such as hearing disabilities or vision disabilities. Some residents have both developmental and non-developmental disabilities.

In Millbrae, a third of the senior population has some kind of disability. Nine percent of the total population in the city has some kind of disability. The most common disabilities in Millbrae are ambulatory disabilities (5.3 percent of the population) and independent living disabilities (4.1 percent).

Age and Type of Disability (2011)

	Number			Percent		
	City of Millbrae	San Mateo County	State of California	City of Millbrae	San Mateo County	State of California
Under 18 with Disability	59	3,270	280,649	1.4%	2.1%	3.0%
Age 18-64 with Disability	593	23,231	1,843,497	2.8%	5.0%	7.9%
Age 65 + with Disability	1,180	28,703	1,547,712	33%	31%	37%
Any Age with Any Disability	1,832	55,204	3,671,858	9%	8%	10%
Any Age With Hearing Disability	631	15,651	1,022,928	3.0%	2.2%	2.8%
With Vision Disability	376	8,199	685,600	1.8%	1.1%	1.9%
With Cognitive Disability	725	19,549	1,400,745	3.4%	2.7%	3.8%
With Ambulatory Disability	1,128	29,757	1,960,853	5.3%	4.2%	5.3%
With Self Care Disability	536	12,819	862,575	2.5%	1.8%	2.3%
With Independent Living Disability	878	22,735	1,438,328	4.1%	3.2%	3.9%

Source: 2009-2011 American Community Survey. Some people may have multiple disabilities

Disability Policy Recommendations

The three major needs for people with disabilities are low cost (subsidized) rents, handicapped accessible homes, and buildings near public transportation. These needs are very similar to the desires of other segments of the population. Policies that promote affordable housing generally are also good for the disabled community. Specific recommendations from the Golden Gate Regional Center include:

- Jurisdictions assisting with site identification for low income developments
- Policies to promote accessible homes
- Inclusionary zoning
- Second units
- Mixed use zoning

Additionally, some people with development disabilities need supportive housing that is affordable and located near public transit. In supportive housing, additional services are provided at the home.

Female-Headed and Large Households

Households headed by a single parent can have special needs due to the economic limitation of earning only one income, and the challenges of childcare without a partner. Although gender equality has made strides over the past 50 years, women continue to earn lower incomes than men. Therefore, female-headed households in particular have specific housing needs that must be addressed. The special needs of female-headed households can include low cost housing, suitable for children and located near schools and childcare facilities. Innovative, shared living arrangements, including congregate cooking and childcare, could also be appropriate

Female-headed households make up almost quarter of the total households in Millbrae. The most vulnerable female-headed households can be those where women are living with children without a partner. Millbrae has

155 such households. An additional 1,800 households are headed by women who are either living alone or with other family members. Female-headed households are slightly more likely to be living under the poverty line than other households in Millbrae: six percent of female-headed households are under the poverty line.

Female Headed Households (2011)

	City of Millbrae		San Mateo County	State of California
	Number	Percent	Percent	Percent
Female living with own children, no partner	155	2%	4%	7%
Female living with other family members, no partner	464	6%	6%	6%
Female living alone	1,374	17%	15%	13%
Total Households	7,988	100%	256,305	12,433,049
Female Households Below Poverty Level	NA	6%	8%	17%

Source: 2009-2011 American Community Survey

Large households are defined as households with five or more members living in the same home. Large households are a special needs group because of the difficulty in finding adequate and affordable housing. Many jurisdictions have few large homes, and often these larger homes are significantly more expensive than smaller ones. Large households throughout San Mateo County are much more likely than smaller households to live in a home with some type of housing problem, such as high rent or cost, or problems with the physical condition of the home.

Millbrae has 660 households with five or more members. These households are significantly more likely than smaller households to have housing problems: most large renter and owner households have some kind of housing problem.

Households with 5 or More Persons by Tenure and Housing Problems (2010)

		City of Millbrae		San Mateo County	State of California
		Number	Percent		Percent
Owner-occupied	Housing Problems	225	52%	59%	61%
	No Housing Problems	210	48%	41%	39%
Renter-occupied	Housing Problems	155	69%	84%	81%
	No Housing Problems	70	31%	16%	19%

Source: 2006-2010 CHAS Data

Extremely Low Income Households

Extremely Low Income (ELI) households earn 30 percent of the area median income or less. In San Mateo County this amounts to an annual income of \$33,950 or below for a family of four. Many ELI households live in rental housing and most likely facing overpayment, overcrowding or substandard housing conditions. Some ELI households are recipients of public assistance such as social security insurance or disability insurance. Housing types available and suitable for ELI households include affordable rentals, secondary dwelling units, emergency shelters, supportive housing and transitional housing.

There are 980 ELI households in Millbrae according to 2010 CHAS data. More than half of these households live in rental units, representing a much higher percentage of renters than in Millbrae’s general population. Most of Millbrae’s ELI households face some kind of housing problem — 90 percent of all ELI renter households, and 71 percent of ELI owner households face overcrowding, overpayment, and/or lack of complete kitchen or plumbing facilities.

Housing Needs for Extremely Low Income (ELI) Households in Millbrae (2010)

Household Category	Renter Households	Owner Households	Total Households
Total households any income	2,945	5165	8110
Total ELI households	510	470	980
ELI households with housing problems	90%	71%	81%
ELI households with cost burden (paying 30% or more of income)	86%	71%	79%
ELI households with cost burden (paying 50% or more of income)	75%	33%	55%

Source: HUD Comprehensive Housing Affordability Strategy (2006-2010)

Homeless Needs

All 21 jurisdictions within San Mateo County have adopted the ten-year HOPE Plan (Housing Our People Effectively: Ending Homelessness in San Mateo County), designed to end homelessness within ten years. The HOPE Plan adopts a Housing First policy, which seeks to move homeless people into permanent housing instead of shelters by increasing the stock of affordable and subsidized housing. Although the HOPE planners recognized that there is a lack of needed resources throughout the housing continuum, including emergency and transitional housing, the greatest need and the most effective use of new and/or redirected resources is the creation and protection of quality affordable and supportive housing.

According to the January 2013 countywide homeless survey, there are 2,281 homeless people living in San Mateo County. Close to 90 percent of the homeless population was living in San Mateo County when they became homeless,

The homeless in San Mateo County are both sheltered, meaning they live in emergency shelters, transitional housing, treatment centers or other similar institutions; and unsheltered, meaning they live on the street, in encampments or in a vehicle.

The number of homeless people living on the street in San Mateo County has decreased since 2007, while the number living in an RV, car or encampment, has risen dramatically to just over 40 percent of the total homeless population. The remaining 43 percent are considered sheltered homeless.

The vast majority of homeless people are single adults (who may be living with another adult, but no children). However, one-fifth of the sheltered homeless are families. Most homeless people are white (60%) and male (a range between 60-71 percent depending on sheltered and unsheltered). Notably, 72 percent of the unsheltered homeless population has an alcohol or drug problem, while only eight percent of the sheltered population has a similar problem.

Homelessness in San Mateo County and the City of Millbrae

As of the 2013 San Mateo Homeless Census, there are 21 unsheltered homeless people in Millbrae. Over the past five years the number of homeless people has changed from 16 to one, and then up to 21. The cause of this increase is unclear. There are no sheltered homeless in Millbrae. The tables below provide additional information on the homeless and are from the San Mateo County January 2013 homeless count.

Homeless Count in the City of Millbrae and San Mateo County (2013)

Year	City of Millbrae			San Mateo County		
	Unsheltered Homeless	Sheltered Homeless	Total Homeless	Unsheltered Homeless	Sheltered Homeless	Total Homeless
2007	16	0	16	1,094	970	2,064
2009	1	0	1	803	993	1,796
2011	1	0	1	1,162	987	2,149
2013	21	0	21	1,299	982	2,281
2007 - 2013 Actual Change	5	0	5	205	12	217
2007 - 2013 Percent Change	+31%	0	+31%	+19%	+1%	+11%

Source: 2013 San Mateo County Homeless Census and Survey, 2011 San Mateo County Homeless Census and Survey, 2009 San Mateo County Homeless Census and Survey, prepared by the San Mateo Human Services Agency, Center on Homelessness

Demographics of the Homeless Population in San Mateo County (2013)

	San Mateo County Homeless Count	
	Unsheltered Homeless	Sheltered Homeless
Single Adult or Living w/Another Adult	94%	79%
Family	6%	21%
Male	71%	60%
Female	29%	40%
White	60%	-
Latino	19%	-
African American	13%	-
Other Races	10%	-
Non-Veteran	89%	76%
Veteran	11%	24%
Alcohol / Drug Problems	72%	8%
Physical Disability	52%	-
Chronic Health Problem	47%	-
Mental Illness	37%	10%

Source: 2013 San Mateo County Homeless Census and Survey, prepared by the San Mateo Human Services Agency, Center on Homelessness. May not total 100% due to rounding

Location When Homelessness Occurred (2013)

	San Mateo County Count
Living in San Mateo County when became homeless	87%
Hometown in San Mateo County	69%

Source: 2013 San Mateo County Homeless Census and Survey, prepared by the San Mateo Human Services Agency, Center on Homelessness

Location of the Homeless Population in San Mateo County (2007-2013)

	2007	2013	Percent Change
On the Street	29%	15%	-41%
In Car, R.V., or Encampment	24%	41%	90%
In Emergency Shelter	14%	11%	-18%
In Motel with Motel Voucher	5%	1%	-73%
In Transitional Housing	15%	19%	41%
In Institution	13%	12%	7%
Total:	2,064	2,281	217

Source: 2013 San Mateo County Homeless Census and Survey, 2011 San Mateo County Homeless Census and Survey, 2009 San Mateo County Homeless Census and Survey, prepared by the San Mateo Human Services Agency, Center on Homelessness

Farm Workers

Farm workers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural labor. They have special housing needs because of their relatively low income and the unstable nature of their job (i.e. having to move throughout the year from one harvest to the next). ABAG has determined that housing for farm workers is not suitable in the urbanized portion of the Bay Area located far from agricultural areas. There are no farms or farm workers in Millbrae.

Sources Referenced

“How Much House Can I Afford?” Mortgage calculator. www.hsh.com/calc-howmuch.html

Notes: Maximum affordable house price is based on the following assumptions: 4.5% interest rate; 30-year fixed loan; 50% Yearly Salary as Down Payment; 1% property tax; PMI, .5% insurance rate; and no other monthly payments/debt.

2009-2011 American Community Survey 3- year estimates and 2007-2011 American Community Survey 5-year estimates. www.census.gov/acs

Notes: The American Community Survey is conducted by the US Census. While data from the ACS is actually the result of a three-year or five-year running average, it has been referred to as 2011 data for simplicity’s sake throughout this report. Most data in this report are from the American Community Survey.

Association of Bay Area Governments: Projections 2009.

Notes: The Association of Bay Area Governments provides the most accurate population and employment data for cities in the nine county Bay Area. These projections are based on theoretical models and can run high.

Association of Bay Area Governments. 2014-2022 Regional Housing Needs Allocation.

Notes: The Regional Housing Needs Allocation (RHNA) addresses housing demand across income levels and coordinates housing policy throughout California. Each jurisdiction in the Bay Area (101 cities, nine counties) is given a share of the anticipated regional housing need. The Bay Area’s regional housing need is generally allocated by the California State Department of Housing and Community Development (HCD), and finalized through negotiations with the Association of Bay Area Governments (ABAG).

California Department of Finance demographic reports available at

<http://www.dof.ca.gov/research/demographic/reports/view.php>

California Department of Housing and Community Development. State Income Limits for 2013.

<http://www.hcd.ca.gov/hpd/hrc/rep/state/inc2k13.pdf>

Notes: The California Department of Housing and Community Development sets income limits annually based on data on the median family income. These limits are used to determine eligibility for government-sponsored low income housing, but are also useful categories for discussing broader affordability concerns.

California State Board of Pharmacy. Care of Children & Adults with Developmental Disabilities. 2001.

Final Report, San Mateo County Housing Needs Study, prepared by Economic Planning Systems, Inc., July 2007 for City/County Council of Governments San Mateo County, San Mateo County Department of Housing, and Housing Endowment and Regional Trust (HEART)

<http://www.ccag.ca.gov/pdf/documents/archive/Final%20Housing%20Needs%20Study%20July%202007.pdf>

Craigslist, June-July 2013. www.craigslist.com.

Notes: Craigslist is a very popular rental listing website. To gather average rental data for various jurisdictions, listings were compiled from Craigslist during June 2013 and July 2013.

Personal communication from Gabriel Rogin Supervisor, Community Resource Development, Golden Gate Regional Center, May 14th, 2013.

RealFacts Annual Trends report 2005-2013.

Notes: Based on reporting from large apartment complexes (50 or more units).

San Mateo County Association of Realtors. San Mateo County Home Sale Statistics: Single Family Residences and Common Interest Development. Annual Reports 2005-2012.

http://www.samcar.org/index.cfm/sales_statistics.htm.

San Mateo Human Services Agency, Center on Homelessness: San Mateo County Homeless Census and Survey. 2007-2013.

US Census, 1990-2012. www.census.gov

US Department of Health and Human Services. The Developmental Disabilities Assistance and Bill of Right Act. 2000.

US Department of Housing and Urban Development. Comprehensive Housing Affordability Strategy (CHAS) Data, 2006-2009. <http://www.huduser.org/portal/datasets/cp.html>

Notes: CHAS data is provided to the US Department of Housing and Urban Development by the US census to provide a fuller picture of affordable housing concerns across the country.

Zillow, www.zillow.com.

Notes: Zillow is a real estate website which provides both information on for-sale homes and apartment rentals, but also proprietary information on real estate market trends.

3. Potential Constraints

Potential Non-Governmental Constraints to Housing

Cost of Financing

Until mid-2008, home mortgage financing was readily available at attractive rates throughout San Mateo County and California. Rates varied, but ranged from six to seven percent from 2006 to 2008 for a 30-year fixed rate loan (HSH Associates Financial Publishers). However, rates have been as high as ten or twelve percent in the last decade.

Small changes in the interest rate for home purchases dramatically affect affordability. A 30-year home loan for a condominium in Millbrae (\$680,000) at five percent interest has monthly payments of roughly \$3,102. A similar home loan at seven percent interest has payments of roughly 24 percent more, or \$3,845.

Starting in late 2008, it became harder to get a home purchase loan, but the average interest rate has fallen to around four percent as of ~~December~~ ~~November~~ 2014⁴⁴. In particular, people with short credit history, lower incomes or self-employment incomes, or those with other unusual circumstances, have had trouble qualifying for a loan or have been charged higher rates.

Construction loans for new housing are also difficult to secure in the current market. In past years, lenders would provide up to 80 percent of the cost of new construction (loan to value ratio). In recent years, due to market conditions and government regulations, banks may require larger investments by the builder. Similarly, individuals seeking to purchase a home are currently required to provide larger down payments.

Many builders are finding it nearly impossible to get construction loans for residential property at the current time. Complicated projects, like mixed-use developments, are often the hardest to finance. Non-profit developers may find it especially difficult to secure funding from the private sector.

Land and Construction Costs

Land availability and cost is a significant component of housing development costs. Generally, San Mateo County is a desirable place for housing and available land is in short supply, which contributes to high land costs. These costs vary both between and within jurisdictions based on factors like the desirability of the location and the permitted density. Generally, multifamily and mixed-use zoned land costs more. Based on a typical multifamily construction in San Mateo County, land costs ~~often add \$40,000-\$60,000~~ per unit, but can run upwards of ~~\$75~~ ~~150~~,000 per unit in some locations. Along the El Camino corridor in San Mateo County, land costs range from roughly \$2 million to \$5 million an acre, with the permitted density driving much of the difference.

For San Mateo County, land costs average around 15-20 percent of construction costs for multifamily and 40 percent of construction costs for single family. Construction costs also play a significant role in the overall

price of new housing. Single family construction costs are estimated to be about \$1750-200 per square foot for standard, semi-custom homes. More expensive custom homes could cost more than \$400 a square foot. Multifamily construction costs would be somewhat lower. All of these costs are exclusive of land, permits or professional fees.

Construction costs include both hard costs, such as labor and materials, and soft costs, such as architectural and engineering services, development fees and insurance. For multifamily homes in San Mateo County, hard costs account for 60-65 percent of the building cost and soft costs average around 15-20 percent (the remaining 15-20 percent is land costs). For single family homes, hard costs often are roughly 40 percent of the total cost, soft costs are 20 percent and land is the remainder.

According to the Association of Bay Area Governments, wood frame construction at 20-30 units per acre is generally the most cost efficient method of residential development. However, local circumstances of land costs and market demand will impact the economic feasibility of construction types.

One factor affecting costs is the use of prevailing wage labor. Construction costs for a typical apartment complex (45 units per acre, structured parking, 800 square units), are start around \$220,000 a unit for prevailing wage labor and \$187,500 a unit for non-prevailing wage labor. Depending on various factors, they can be as high as \$316,000 a unit. Costs can change dramatically over time. For instance, in late 2008/ early 2009, construction costs dropped roughly ten percent.

Availability of Construction Labor

A factor contributing to the high construction costs on the Peninsula is the scarcity of construction labor. Contractors have difficulty attracting and retaining workers because most cannot afford to live in the area on construction labor wages. Many construction workers have to commute long distances from their jobs to more affordable housing.

Neighborhood Opposition

Opposition from neighbors can be a significant obstacle to obtaining approvals for new housing developments. Neighbors are often concerned with traffic and/or visual impacts of new development of any type. Higher density development proposals are often compared to older high density developments that were constructed under much lower parking and other requirements. The inclusion of affordable housing raises additional concerns regarding crime and property values, although studies show that well managed affordable housing developments have not caused such problems for their neighborhoods.

Service and Capacity Constraints

Water is supplied to Millbrae by contract with the San Francisco Water Department. While a water system is in place and can adequately service the housing sites identified in this Element, many of the water mains in the older parts of the city, such as the Millbrae Station Planning Area, are worn out and need to be replaced. Within the Millbrae Station Planning Area, new water mains have been extended along new streets as construction proceeds in order to provide reliable water service.

The City of Millbrae provides wastewater collection and treatment services. Wastewater is collected in gravity flow lines, supplemented by lift stations and connected to force mains where necessary, and then conveyed to the Millbrae Wastewater Treatment Plant. The plant is designed for 3.0 million gallons a day (mgd) and current dry weather flow is about 2.0 mgd. Future development, particularly in the Millbrae Station Planning Area, is expected to increase flow to approximately 2.7 mgd. Thus, the plant has adequate capacity to meet the needs of the ultimate buildout of the city. However, many of the existing pipes that comprise the collection system are old and may suffer from excessive inflow and infiltration. Within the Millbrae Station Planning Area, a master plan for the replacement of sewer mains and lines is implemented as construction proceeds and is funded by development impact fees. In other parts of the City, replacement of sewer mains and lines occurs as required for each project.

The existing roadway and storm drainage systems are adequate to meet the development needs of the City. Upgrades are made as conditions warrant. No new roads are planned for the City, but certain roads may be widened and intersections improved if specific development projects warrant such improvements to maintain adequate levels of traffic service.

Potential Governmental Constraints to Housing

Overview

There are many locally imposed land use and building requirements that can affect the type, appearance, and cost of housing built in Millbrae. These local requirements include zoning design standards, development fees, parking requirements, subdivision design standards, and architectural review. Other building and design requirements imposed by Millbrae follow the state laws, the Universal Building Code, Subdivision Map Act, energy conservation requirements, etc.

In the past, the City has achieved successes in providing housing in the redevelopment project area through a negotiated project review process whereby specific incentives and trade-offs are tailored to individual project circumstances to provide the greatest amount of affordable housing. In this process, the City seeks to leverage project needs to negotiate as much affordable housing as is financially possible.

In implementing this public/private partnership approach designed to increase the opportunity for affordable housing, the City has provided developers with the following incentives: (1) structured development agreements to coincide with other subsidy program funding criteria; (2) technical assistance in structuring the affordable housing program to best fit city needs; (3) redevelopment tax increment funds, either up-front or long-term, to assure the affordability of the units to an equal distribution of very low, low and moderate income households; (4) increased density; (5) smaller than Zoning Ordinance required unit sizes; and (6) use of shared parking.

Development Standards

As with other cities, Millbrae's development standards and requirements are intended to protect the long-term health, safety and welfare of the community. The Housing Element includes programs to reevaluate existing development standards to determine whether they should be revised so that they provide less of a barrier to the provision of affordable housing but still protect the long-term health, safety and welfare of the community.

There are many locally imposed land use and building requirements that can affect the type, appearance, and cost of housing built in Millbrae. These local requirements include zoning design standards, development fees, parking requirements, subdivision design standards, and architectural review. Other building and design requirements imposed by Millbrae follow the state laws, the Uniform Building Code, Subdivision Map Act, energy conservation requirements, etc. Development standards related to the various zoning districts that allow residential development are summarized later in this document.

Millbrae's land use regulations, by Peninsula standards, are not unduly restrictive. The minimum size of a single family lot is 5,000 square feet, which yields a maximum density of about seven units per net acre. Multifamily densities range from 18 to 80 units per acre. Residential density of 60 units per acre is approved for in-fill projects in the Station Area while up to 80 units per acre is allowed along the El Camino Real.

These density ranges are consistent with high-density multifamily zoning, and, as such are consistent with typical densities in neighboring communities. The development standards, including height, setbacks, and lot coverage, in these zoning districts do not present a constraint to development since the standards are sufficient to permit adequate development to meet the regional housing needs of Millbrae. There is some local concern that apartment density is too high. In addition, the zoning districts are cumulative, allowing residential as a conditional use in commercial districts. Senior housing developments, such as congregate care facilities, licensed facilities, and skilled nursing homes, are allowed in all districts, except R-1 and R-2 residential districts, with a use permit.

Mixed-Use Development Standards

In Millbrae, mixed-use development standards are determined through the use permit process on a case-by-case basis. In the downtown area, all development, including mixed-use, is subject to a 40 foot height limitation.

A mixed-use project may also fall under the regulations governing three planned development districts: the Millbrae Station Area Planned Development (“MSPD”) District, the Grand Boulevard Planned Development (“GBPD”) District, and the Planned Unit Development (“PD”) District. Zoning regulations within these ~~two~~ three districts are deliberately flexible in order to encourage development that is best suited to the site.

The Millbrae Station Area Planned Development (MSPD) District.

The 116-acre MSPD District was created in 1998 under the guidelines of the Millbrae Station Area Specific Plan and in anticipation of construction of a new BART station. The BART station opened in 2003, creating the region’s most intensive intermodal transportation center and presenting an unusual opportunity for businesses across a broad spectrum of industries. A great majority of developers have been aware of the development opportunities in this district for the past five years. Mixed-use is specifically required for several sites in this district and is conditionally permitted in others.

Within the MSPD District, 13 sites around the new BART station have been designated for various land uses. Six of these sites have been identified for commercial and light industrial uses. Of the seven remaining sites, higher intensity office uses are concentrated in the immediate vicinity of the station, while residential and mixed-use are encouraged in the area to the west of the station, primarily due to the proximity to the downtown and adjoining residential areas and the lower noise levels. Permitted uses and zoning regulations within the areas suitable for residential development are as follows:

The El Camino Corridor - Sites 11 and 12

Allowable Uses: Multifamily residential, service commercial, retail and restaurant businesses up to 5,000 gross square feet each.

Required Ground-Level Uses: Along El Camino Real north of Chadbourne Avenue, 75 percent of the street frontage must be in active public-oriented uses, including retail, restaurant, and other uses that are determined to contribute to the pedestrian and retailing vitality of the street. Along Broadway north of Chadbourne Avenue, residential townhouses and/or flats are to be oriented to the street, with porches and stoops providing a transition to the street.

Maximum Height: 55 feet with the following exceptions: (1) Along Broadway north of Chadbourne Avenue, development shall step down to 30 feet; (2) Along Broadway south of Millbrae Avenue, development shall step down to 45 feet.

Residential Open Space: A minimum of 50 feet of private open space and a minimum of 80 square feet of common open space per dwelling unit.

Building Setbacks: Along El Camino Real, front setbacks are 40 feet. Along Broadway, residential buildings must be setback 10 feet, although entry stairs, porches and stoops are permitted within the setback. On all other streets, setbacks are 15 feet.

Parking: Structured parking should be encapsulated and concealed within the building envelopes and architecturally integrated within the overall design.

Site 1 - The West Side Properties

Allowable Uses: Office, hotel, retail, restaurant, entertainment.

Required Ground-Level Uses: Retail, restaurant, theaters and cinemas are required along 75 percent of the street frontages and within 200 feet of the BART/Caltrain station entry.

Conditional Uses: Residential apartments or condominiums, if it can be demonstrated that such development does not compromise the public nature of Station Square.

Development Intensity: Not to exceed a floor area ratio of 2.0.

Maximum Height: 75 feet.

Building Setbacks: Along Station Square frontages, 15 feet. Along El Camino Real, 40 feet. Along Millbrae Avenue, buildings must be set back to maintain a 20-foot-wide sidewalk. Along California Drive and Victoria Avenue, buildings must be setback to maintain a 15-foot-wide sidewalk.

Parking: Structure parking is to be encapsulated within the development and concealed from public view.

[The Grand Boulevard Planned Development \(GBPD\) District.](#)

[The GBPD District was created in 2010 as part of the overhaul of the Millbrae Zoning Ordinance in furtherance of the Grand Boulevard Initiative throughout the Peninsula and in anticipation of developer interest in redevelopment along the El Camino Real corridor. The 1998 adoption of the MSASP in preparation for the 2003 opening of the Millbrae BART Station set the scene for new development opportunities in and around the Station area. The GBPD is a “complementary” zoning district to the MSASP in that it is available to El Camino Real properties located outside the boundaries of the MSASP. Its purpose is to accommodate special design proposals for a large-scale developments where it is desirable to](#)

apply flexible regulations in the location of structures and other site qualities while ensuring adequate standards relating to public health, safety, welfare, comfort and convenience. There is no minimum parcel size and no established requirements for uses, density, or development standards within this district. Instead, the applicant is encouraged to propose development standards, densities, and building intensities for the project. Specific requirements are determined through the planning approval process based upon the development context of each site.

The Planned Development (PD) District

The planned development can only be established in areas of at least two acres in size. There are no established requirements for uses, density, or development standards within this district. Instead, the applicant is encouraged to propose development standards, densities, and building intensities for the project. Specific requirements are determined through the planning approval process based upon the development context of each site.

Mobile Homes / Manufactured Homes Development Standards

In accordance with State law, the City of Millbrae permits manufactured and factory-built housing in all residential zoning districts. According to the U.S. Census, there were 11 manufactured housing units in Millbrae in 2000. There are no mobile home parks in the City. There are no specific restrictions upon the development of manufactured housing within the Millbrae Municipal Code or General Plan.

Millbrae has not adopted regulations regarding the placement of factory-built housing on foundations on residential lots. Such units are not precluded and at least one exists.

Homeless (Emergency), Transitional and Supportive Housing

Pending final adoption of regulations by City Council in January 2015, emergency shelters will allowed by right in the industrial zone and with a conditional use permit in the Commercial Zone.

There are 38.6 acres of industrial zoned property and all of these parcels range between 1/5 to 1/2 of a mile from the BART station. In this zone, shelters will not be subject to a conditional use or other discretionary use permit. Additionally, transitional and supportive housing will not be subject to the same permitting processes as other housing in the zone without undue special regulatory requirements.

Additional Development Standards Information

Housing Types Permitted by Zone

Zone	Minimum Lot Requirements			Land Use	Minimum Setbacks			Maximum Building Height (ft)	Maximum Lot Coverage
	Area (sf)	Width (ft)	Depth (ft)		Front (ft)	Side (ft)	Rear (ft)		
R-1-LDL	10,000	50	80	single-family detached	20	5	10	30	40%
R-1	5,000	50	80	Single-family detached	20	5	10	30	50%
R-2	5,000 (triplex-7,500)	50	80	Duplex and triplex	20	5	10 (15 for triplex)	30	50%
R-3	5,000	50	80	Multi-family	20	5	0.05	40-feet or three floors	75%
PD	2 acres	none	none	Multi-family	*	*	*	*	*
MSASP	none	none	none	Multi-family	*	*	*	*	*
GBPD	none	none	none	Multi-family	*	*	*	*	*
R-G	5,000	50	80	20	0.05	15	35		60%
R-M	15,000	50	80	20	10	15	75 feet or 6 floors		50%

Source: City of Millbrae Community Development Department* Allowed as specified in the development plan individually approved for each project.

Source: City of Millbrae Community Development Department

Housing Types Permitted by

Additional Development Standards Information

Zone Specific Requirements by District

Housing

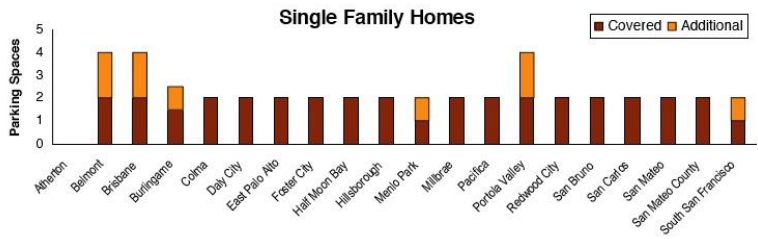
Zoning Requirements by District

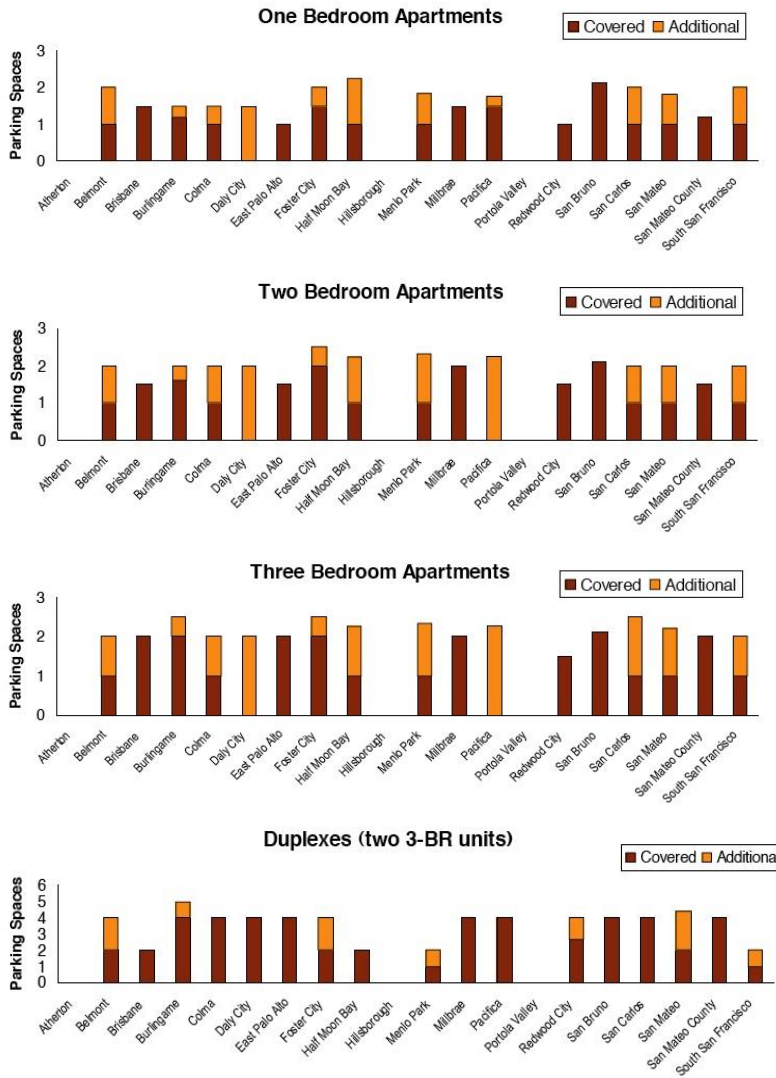
Zoning District

Specific Land Uses	R-1 LL	R-1	R-2	R-3	C	I	PD/GBPD
Single-Family Dwellings							
Flats					C		*
Duplexes			P	P			*
Triplexes			C	P			*
Multiple-Family Dwellings				P	C		*
Group Care Facilities			C	P	C		*
Boardinghouses				C	C		*
Res. Care Facilities	P	P	P	P			*
Emerg. Homeless Shelters					C	<u>P</u>	*

Parking Standards

Below is a comparison with other San Mateo County Jurisdictions, which indicates Millbrae’s parking standards are fairly standard. The information is taken from the 21 Elements project, which is a collaborative effort involving all the jurisdictions in Marin County in assessing housing needs and issues for their respective housing elements. Comparative data on potential governmental constraints is provided on the 21 Elements website at <http://www.21elements.com/>.





Parking Standards

	Covered Parking	Total Required Parking
Single Family	2	2
Duplex	4	4
Studio	1	1
1 One Bedroom Apartment	1.5	1.5
2+ BR Two or More Bedroom	2	2

Building Code

Millbrae uses the 2013~~0~~ Uniform Building Code (UBC) which sets minimum standards for residential and all other structures, and has not adopted any option sections or made any changes. The standards may add material and labor costs but are felt to be necessary minimums for the safety of those occupying the structures. Modification of the code in order to reduce the cost of housing would not be appropriate if it reduced safety or adversely impacted neighboring properties.

The City does enforce energy conservation standards enacted by the State. The standards may increase initial construction costs but over time will result in reduced energy costs.

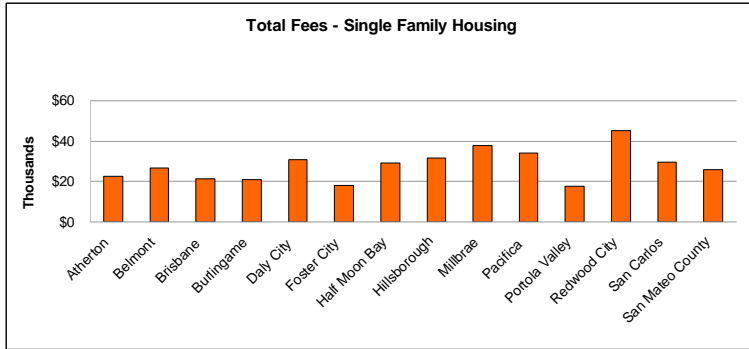
Building Code enforcement practices can have an impact on affordable housing stock. Millbrae's enforcement is complaint-driven, as are those of 70% of the local governments surveyed by the State Department of Housing and Community Development. As an alternative, the City could be more alert to early stages of deterioration and proactively direct owners to remedial programs.

Development Fees

[Fees have not changed since 2013.](#)

Local fees add to the cost of development; however, particularly after Proposition 13, cities are concerned with the need to recover processing costs. A review of other San Mateo County cities concludes that Millbrae's fees are comparable by Peninsula standards, with no specific infrastructure development fees since the City's infrastructure is essentially built out. Line item fees related to processing, inspections and installation services are limited by California law to the cost to the agencies of performing these services.

Processing fees are required for all property improvement and development applications, pursuant to City Council policy to recover processing costs of development review. The City's development permit fee structure does not seem to be an impediment to development. Permit fees in Millbrae are similar to those of other jurisdictions in San Mateo County, as shown in the data below, taken from the 21 Elements website. These fees are subject to change at any time. Please contact the city for the latest information.



	Planning & Building Total	Impact Total	Multifamily Total
Multifamily (per unit cost based on 10 unit development)	\$5,132	\$12,123	\$17,255
Single Family	\$21,800	\$15,884	\$37,684

Single Family – Planning and Building Fees

Design Review:	\$959
Building Permit:	\$4,267
Plan Check:	\$2,774
Plan Storage:	\$210
Title 24 Energy Fee:	-
Seismic Tax:	\$50
Engineering Plan Check:	\$200
Engineering Site Inspection: <u> </u>	\$200
Planning Plan Check:	\$160
Plumbing:	\$1,000
Electrical:	\$1,000
Mechanical (including fire sprinklers/alarms):	\$7,000
Crime Prevention: <u> </u>	\$0
General Plan Surcharge:	\$625
Data Base Mgt. Surcharge: <u> </u>	\$10
Affordable Housing In-Lieu Fee:	-
Residential Development Tax: -	-
Construction Permits:	-
Sewer connection fee (not impact fee):	\$3,309
Other (please specify)	-

Single Family – Impact Fees

Roads:	-
Water:	\$2,500
Sewer:	\$1,500

Storm Water:	\$1,500
Parks:	\$6,459
Fire:	\$3,200
Police:	\$0
Library:	\$0
Other civic facilities:	\$0
Solid Waste:	\$0
School:	-
Other (please specify):	\$725 (Departmental Review Fee)

Comments: Construction permits included in fees. School fees are assessed by school district.

Multifamily – Planning and Building Fees

Design Review:	\$1,097
Building Permit:	\$3,528
Plan Check:	\$2,300
Plan Storage:	\$400
Title 24 Energy Fee:	\$0
Seismic Tax:	\$40
Engineering Plan Check:	\$400
Engineering Site Inspection:	\$200
Planning Plan Check:	\$160
Plumbing:	\$2,000
Electrical:	\$2,000
Mechanical (including fire sprinklers/alarms):	\$15,000
Crime Prevention:	\$0
General Plan Surcharge:	\$500
Data Base Mgt. Surcharge:	\$10
Affordable Housing In-Lieu Fee:	-
Residential Development Tax:	\$0
Construction Permits:	-
Sewer connection fee (not impact fee):	\$23,160
Other (please specify):	\$529

Multifamily – Impact Fees

Roads:	\$10,000
Water:	\$80,000
Sewer:	\$3,500
Storm Water:	\$3,500
Parks:	\$21,530
Fire:	\$2,700
Police:	\$0
Library:	\$0
Other civic facilities:	\$0
Solid Waste:	\$0
School:	-
Other (please specify):	-

Comments: Affordable housing in-lieu fee determined by development agreement. "Other" fee = departmental review fee. School fees assessed by school district.

Development Processing Time

The City recognizes that the time required to process a development proposal can be a barrier to housing production if it is lengthy. The City has streamlined its development review process over the years to make it more efficient, while still providing adequate opportunity for public review and input.

Single family and multifamily project applications requiring Conditional Use Permits, Variances, and Design Review are submitted to the Community Development Department for review and consideration by the Planning Commission. Prior to Planning Commission review, an approximate four to six week minimum lead-time is necessary for the application review period.

Applications for planned developments (i.e., new commercial developments, Millbrae Station Area) and zoning amendments (i.e., changes to the zoning code or zoning map) are submitted to the Community Development Department for review by the Planning Commission and City Council. An approximate six to eight week minimum lead-time is necessary for the application review period prior to review by the Commission.

The Planning Division staff initially reviews applications for Design Review and frequently meets with the applicant to review project plans and architectural drawings for both commercial and residential projects. Discussions with the applicant or property owner concerning design issues help to facilitate and accelerate the approval process. Criteria for review of projects includes whether the general appearance of the site and proposed structures, and their arrangement and relationship to one another and to other structures in the vicinity is harmonious, orderly, and based on good standards of architectural design. Design review includes the adequacy and design of proposed signs, parking area, landscaping, drainage, fencing, and lighting.

The Building Division staff examines plans for compliance with adopted codes and regulations. Building permit applications require a minimum of 2 to 4 weeks for initial plan check activities, depending on the complexity of the project. Over-the-counter plan checks are routinely provided for basic repair and replacement work such as termite repair, re-roofing, residential seismic strengthening, minor demolition work, etc. Over-the-counter plan checks are not typically provided for new construction work or for projects involving building additions, alterations, and remodels.

The City of Millbrae processes all planning applications for single family and multifamily projects within reasonable time periods. Lengthy processing times are most likely to be associated with incomplete submittals or projects that do not meet the City's Design Guidelines. While the Design Review process does add another level of developmental review, clear guidelines help to facilitate the overall approval process. The City's approval procedures are similar to other communities in the region and are not considered to pose a significant constraint on the supply and affordability of housing.

The City's Community Preservation ordinance requires owners and occupants to maintain all properties and buildings in a manner that avoids "visual blight," including abandoned, deteriorated and infested buildings, the accumulation of overgrown and noxious vegetation, and the accumulation of broken-down or discarded personal property in front yards. The ordinance is concerned with maintaining the visual appearance of the

community through minimum levels of property and building maintenance. As such, it is considered to have little, if any, impact on the supply or availability of housing.

Environmental protection requirements, including protection of endangered species, may add time to the development process and additional cost where it is necessary to evaluate the effects of the project and mitigate effects which are adverse. Millbrae follows the procedures set forth in the California Environmental Quality Act (CEQA) and Guidelines. Fees charged for CEQA processing barely cover costs involved.

In general, sites with significant environmental problems are not recommended for consideration for affordable housing. Sites on the upper slopes of Millbrae that may be available for housing would be more expensive to develop due to known geotechnical problems.

Permit/Procedure	Typical Processing Time in Weeks (straight-forward proposal)	Typical Processing Time in Weeks (complicated/proposed proposal)
Ministerial Review	1	3
Conditional Use Permit	8	16
Zone Change	16	26
General Plan Amendment	16	26
Site Plan Review	8	16
Architectural/Design Review	8	16
Tract Maps	26	52
Parcel Maps	12	26
Initial Environmental Study	4	12
Environmental Impact Report	26	52

Developments	Typical Processing Time in Weeks (straight-forward proposal)	Typical Processing Time in Weeks (complicated proposal)
Single Family Unit	8	16
Second Unit	n/a	n/a
Subdivision	n/a	n/a
Multifamily less than 20 units	12	20
Multifamily more than 20 units	16	26

Typical Processing Procedures by Project Type

Single-family house

1. Applicant submits proposal
2. Application is deemed complete
3. Project is scheduled for Staff Review Board Meeting
4. Project is scheduled for Planning Commission Study Session
5. Project is scheduled for Planning Commission Public Hearing
6. Applicant applies for Building Permit

Residential subdivision

1. Applicant submits proposal
2. Application is deemed complete
3. Project is scheduled for Staff Review Board Meeting
4. Project is scheduled for Planning Commission Study Session
5. Project is scheduled for Planning Commission Public Hearing
6. Project is scheduled for City Council Public Hearing (If creating over 4 lots)
7. Applicant records subdivision with the County Recorder
8. Applicant applies for Building Permit

Multifamily (less than 20 units)

1. Applicant submits proposal
2. Application is deemed complete
3. Project is scheduled for Staff Review Board Meeting
4. Project is scheduled for Planning Commission Study Session
5. Project is scheduled for Planning Commission Public Hearing
6. Applicant applies for Building Permit

Multifamily (more than 20 units)

1. Applicant submits proposal
2. Application is deemed complete
3. Project is scheduled for Staff Review Board Meeting
4. Project is scheduled for Planning Commission Study Session
5. Project is scheduled for Planning Commission Public Hearing
6. Applicant applies for Building Permit

Definition of Family

As described in the accomplishments section, the City Council initiated a zoning amendment to create a definition of “family” that is compliant with federal and state law. Specifically, it states the following:

“Family” means any individual or group of two or more individuals occupying a dwelling unit where all residents share living expenses, chores, and other household responsibilities, and/or form social, economic, and psychological commitments to each other. A family includes the residents of residential care facilities and group homes for people with disabilities. A family does not include institutional group living situations such as dormitories, fraternities, sororities, monasteries, convents, military barracks, or commercial care facilities such as retirement centers, nursing homes, and the like, or commercial group living arrangements such as boardinghouses, rooming houses, and the like.

Millbrae’s zoning code does not define family, therefore the definition of family can not be discriminatory.

Off-site Improvements

Off-site improvements are generally not required unless there is a need to upgrade a facility, such as a storm drain, sewer line, or sidewalks and streets, in direct relationship to the impact of development.

Efforts to Address Constraints Caused by Development Standards

(1) Some of the few remaining potential housing sites contain physical problems that could be resolved more easily through the use of flexible zoning regulations. The Millbrae’s Zoning Ordinance does permit a planned development under three different zoning districts (MSAPD, GBPD, and PD); however, the PD District has procedure is hampered by the requirement for a minimum 2 acre site size. In order to encourage more development, the PD parcel size could be reduced to 20,000 square feet.

(2) In December, 1984, the City Council adopted findings and Ordinance 489 pursuant to Government Code Section 65852.2 (c) precluding second units in R-1 districts. As required by State law, staff will recommend the City Council adopt an ordinance allowing second units in R-1 districts if the site meets reasonable planning requirements.

~~(3)~~ (3)–The City amended its zoning regulations to facilitate housing for seniors which, under certain circumstances, could allow smaller units, less parking and correspondingly higher densities than conventional units. It is appropriate to develop and consider special regulations for housing for seniors.

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- (4) As described in detail in the accomplishments section, the City is undertaking an update of its Millbrae Station Area Specific Plan. The plan allows for 1,653,000 square feet of office, 275,000 square feet of retail space, 1,750 residential units, and 360 hotel rooms.
- (3)(5) In 2010, as part of a major overhaul to the City's Zoning Ordinance, a new zoning district "Grand Boulevard Planned Development" was added. The purpose of this zone is to facilitate intensified redevelopment of the El Camino Real corridor through pedestrian-oriented, transit-oriented, mixed-use projects.

Providing Certainty

Single-family development is allowed in all four of the City's residential zoning districts (R-1, R-1LL, R-2, and R-3); however, the primary zones for single-family development are R-1 and R-1LL (large lot). The regulations of the R-1 and R-1LL zones are comprehensive, specific, and quantitative in prescribing minimum lot size and dimensions, building setbacks, landscape area, rear yard open space, and parking requirements, as well as in prescribing maximum building height, lot coverage, and floor area ratio.

The primary zone for multi-family development is R-3, although it is also possible in the City's various PD zones, either as a single use or in a mixed-use development scenario. The regulations of the R-3 zone are comprehensive, specific, and quantitative in prescribing minimum lot size and dimensions, building setbacks, landscape area, and parking requirements, as well as in prescribing maximum building height, lot coverage, floor area ratio, and dwelling unit density.

The primary purpose of the R-2 zone is for duplex and triplex development, housing types that are denser than single-family detached but do not meet the City's definition of multi-family. The regulations of the R-2 zone are comprehensive, specific, and quantitative in prescribing minimum lot size and dimensions, building setbacks, landscape area, rear yard open space, and parking requirements, as well as in prescribing maximum building height, lot coverage, floor area ratio, and dwelling unit density.

There is a subjective aspect regarding the impacts of all residential building and site design on view blockage, solar access, and privacy for neighboring properties, as well as relationship to topography and overall architectural compatibility with the neighborhood. All of these are addressed under the City's Residential Design Guidelines as interpreted by the Planning Commission on a case-by-case basis concurrently with the development application. All final actions by the Planning Commission on residential development applications are appealable to the City Council.

Compliance with all applicable development regulations of the zone within which the property is located is required unless the appropriate variance or exception is obtained from the Planning Commission. Variance and exception requests are processed concurrently with the development application. Consistency with all applicable design guidelines is required to the extent feasible. Since, in Millbrae, almost all residential development applications are a form of infill development, most single-family, duplex, and triplex applications are considered "exempt" under CEQA, thus reducing processing time and increasing the likelihood of approval.

The MSDAP and PD zones provide additional flexibility for developers, but also protect the needs of Millbrae. The guidelines for these zones were developed as part of the Millbrae Station Area Specific Plan and have proved successful in attracting development to these areas.

IV. Available Land Inventory – Full Chart

APN	Address	Acreage	Zoning	General Plan	Density (Units / Acre)	Constraints	Capacity (see text for likelihood)
21113040	1781 El Camino Real	0.16	C	GC	45	2, 5	7.2
21113050	1727, 1741, 1761 El Camino Real	0.2	C	GC	45	2, 5	9
21113060	1711, 1725, 1741 El Camino Real	0.28	C	GC	45	2, 5	12.6
21113070	1701, 1703, 1705, 1709 El Camino Real, 106 Park Pl.	0.16	C	GC	45	2, 5	7.2
21113320	1795, 1799 El Camino Real	0.09	C	GC	45	2, 5	4.05
21131040	1661, 1663, 1667, 1669 El Camino Real	0.08	C	GC	45	2, 5	3.6

21131050	1651, 1653 El Camino Real	0.08	C	GC	45	2, 5	3.6
21131060	1641 El Camino Real	0.15	C	GC	45	2, 5	6.75
21131070	1621 El Camino Real	0.08	C	GC	45	2, 5	3.6
21131080	1601, 1615 El Camino Real	0.27	C	GC	45	2, 5	12.15
21131220	1671 El Camino Real	0.12	C	GC	45	2, 5	5.4
21131270	1699 El Camino Real	0.11	C	GC	45	2, 5	4.95
21278010	1395 El Camino Real	0.61	C	GC	45	2, 5	27.45
21281650	1320, 1330, 1336, 1340, 1350, 1360, 1366, 1370 El Camino Real	0.39	C	GC	45	2, 5	17.55
24115010	101, 103, 141 Taylor Blvd.	0.12	DIA	GC	45	2, 3, 4	5.4
24115050	465 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7

24115060	455 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24115090	435 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24115120	425, 427 Broadway	0.1	DIA	GC	45	2, 3, 4	4.5
24115150	401, 403, 405, 407 Broadway	0.18	DIA	GC	45	2, 3, 4	8.1
24115270	485 Broadway	0.18	DIA	GC	45	2, 3, 4	8.1
24115280	449, 451 Broadway	0.17	DIA	GC	45	2, 3, 4	7.65
24115290	435 Broadway	0.12	DIA	GC	45	2, 3, 4	5.4
24115300	411, 417, 423 Broadway	0.07	DIA	GC	45	2, 3, 4	3.15
24122010	491 El Camino Real	0.18	DIA	GC	45	2	8.1
24122020	475 El Camino Real	0.25	DIA	GC	45	2	11.25
24122050	401 El Camino Real	0.3	DIA	GC	45	2	13.5

24122060	400, 404, 406 Broadway, 10, 12, 16, 18 Hillcrest Blvd.	0.21	DIA	GC	45	2, 3	9.45
24122070	414 Broadway	0.06	DIA	GC	45	2, 3	2.7
24122080	420 Broadway	0.06	DIA	GC	45	2, 3	2.7
24122120	446 Broadway	0.06	DIA	GC	45	2, 3	2.7
24122150	460 Broadway	0.06	DIA	GC	45	2, 3	2.7
24122210	490 Broadway	0.31	DIA	GC	45	2, 3	13.95
24122220	451 El Camino Real	0.37	DIA	GC	45	2, 3	16.65
24122230	430 Broadway	0.17	DIA	GC	45	2, 3	7.65
24122240	448 Broadway	0.11	DIA	GC	45	2, 3	4.95
24123140	420 El Camino Real	0.55	C	GC	45	2, 5	24.75
24146010	365 Broadway	0.2	DIA	GC	45	2, 3, 4	9
24146020	349 Broadway	0.13	DIA	GC	45	2, 3, 4	5.85

24146030	327 Broadway	0.12	DIA	GC	45	2, 3, 4	5.4
24146040	315 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24146050	311 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24146060	309 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24146070	301, 303, 305, 307 Broadway	0.14	DIA	GC	45	2, 3, 4	6.3
24147010	285, 289, 293, 299 Broadway, 105, 109 La Cruz	0.22	DIA	GC	45	2, 3, 4	9.9
24147020	273 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24147050	243 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24147060	237 Broadway	0.06	DIA	GC	45	2, 3, 4	2.7
24147070	235 Broadway	0.11	DIA	GC	45	2, 3, 4	4.95
24147080	205, 209 Broadway	0.12	DIA	GC	45	2, 3, 4	5.4

24147090	201, 203 Broadway, 100, 108 Victoria Ave.	0.15	DIA	GC	45	2, 3, 4	6.75
24147180	251-263 Broadway	0.11	DIA	GC	45	2, 3, 4	4.95
24151010	7, 9 Hillcrest Blvd., 379, 381 El Camino	0.14	DIA	GC	45	2, 3	6.3
24151020	365, 369, 373 El Camino Real	0.13	DIA	GC	45	2, 3	5.85
24151030	357 El Camino Real	0.07	DIA	GC	45	2, 3	3.15
24151040	349, 355 El Camino Real	0.06	DIA	GC	45	2, 3	2.7
24151050	339 El Camino Real	0.07	DIA	GC	45	2, 3	3.15
24151060	333 El Camino Real	0.06	DIA	GC	45	2, 3	2.7
24151070	325 El Camino Real	0.07	DIA	GC	45	2, 3	3.15
24151080	317 El Camino Real	0.07	DIA	GC	45	2, 3	3.15
24151090	309 El Camino Real	0.07	DIA	GC	45	2, 3	3.15

24151100	301 El Camino Real, 8, 10, 12 La Cruz	0.14	DIA	GC	45	2, 3	6.3
24151110	300 Broadway	0.14	DIA	GC	45	2, 3	6.3
24151120	310 Broadway	0.06	DIA	GC	45	2, 3	2.7
24151130	316, 320, 328 Broadway	0.11	DIA	GC	45	2, 3	4.95
24151140	334, 336, 338 Broadway	0.11	DIA	GC	45	2, 3	4.95
24152010	299 El Camino Real, 1, 3, 5, 7, 9 La Cruz	0.13	DIA	GC	45	2, 3	5.85
24152100	231, 233 El Camino Real	0.13	DIA	GC	45	2, 3	5.85
24152110	219, 223 El Camino Real	0.06	DIA	GC	45	2, 3	2.7
24152120	213 El Camino Real	0.06	DIA	GC	45	2, 3	2.7
24152130	209 El Camino Real	0.06	DIA	GC	45	2, 3	2.7

24152140	201, 203 El Camino Real	0.12	DIA	GC	45	2, 3	5.4
24152150	200 Broadway, 50 Victoria Ave.	0.13	DIA	GC	45	2, 3	5.85
24152170	218, 220 Broadway	0.06	DIA	GC	45	2, 3	2.7
24152180	230, 232 Broadway	0.06	DIA	GC	45	2, 3	2.7
24152190	234, 236 Broadway	0.06	DIA	GC	45	2, 3	2.7
24152200	238, 240 Broadway	0.06	DIA	GC	45	2, 3	2.7
24152250	260, 270 290, 284, 298 Broadway	0.23	DIA	GC	45	2, 3	10.35
24152260	265 El Camino Real	0.25	DIA	GC	45	2, 3	11.25
24152270	229 El Camino Real	0.12	DIA	GC	45	2, 3	5.4
24152280	250 Broadway	0.22	DIA	GC	45	2, 3	9.9
24152290	214, 216 Broadway	0.06	DIA	GC	45	2, 3	2.7
24152300	210 Broadway	0.06	DIA	GC	45	2, 3	2.7

24152310	279 El Camino Real	0.13	DIA	GC	45	2, 3	5.85
24154200	190 El Camino Real	0.18	C	MSASP	60	1	10.8
24154450	186 El Camino Real	0.15	C	MSASP	60	1	9
24154460	200 El Camino Real	1.36	C	MSASP	60	1	81.6
24334020	13, 15 El Camino Real	0.21	C	MSASP	60	1	12.6
24334030	9 El Camino Real	0.21	C	MSASP	60	1	12.6
24334060	10 Broadway	0.16	R-3	HDR	60	1	9.6
24334090	50 Broadway	0.14	R-3	HDR	60	1	8.4
24334100	60 Broadway	0.14	R-3	HDR	60	1	8.4
24334110	70 Broadway	0.27	R-3	HDR	60	1	16.2
24334130	5 El Camino Real	0.44	C	MSASP	60	1	26.4
24334140	34, 46 Broadway	0.28	R-3	HDR	60	1	16.8
24334150	39-49 El Camino Real	0.59	C	MSASP	60	1	35.4

24335010	184 El Camino Real	0.13	C	MSASP	60	1	7.8
24335020	180 El Camino Real	0.14	C	MSASP	60	1	8.4
24335050	148 El Camino Real	0.12	C	MSASP	60	1	7.2
24335080	126 El Camino Real	0.11	C	MSASP	60	1	6.6
24335090	120 El Camino Real	0.11	C	MSASP	60	1	6.6
24335100	100 El Camino Real	0.1	C	MSASP	60	1	6
24335120	133 Serra Ave.	0.07	C	MSASP	60	1	4.2
24335140	170 El Camino Real	0.19	C	MSASP	60	1	11.4
24335150	130, 140 El Camino Real	0.21	C	MSASP	60	1	12.6
24336030	10 El Camino Real	0.34	C	MSASP	60	1	20.4
24337010	No Address	0.09	C	MSASP	60	1	5.4
24337080	110 Serra Ave.	0.74	C	MSASP	60	1	44.4
24337090	150 Serra Ave.	1.13	C	MSASP	60	1	67.8
24337100	No Address	0.09	C	MSASP	60	1	5.4

24351010	10 S. El Camino Real	0.74	C	MSASP	60	1	44.4
24352010	102 El Camino Real	0.44	C	MDSASP	60	1	26.4
24352020	110 El Camino Real	0.45	C	MSASP	60	1	27
24352040	199 California Dr.	0.5	C	MSASP	60	1	30
24352050	130 El Camino Real	0.31	C	MSASP	60	1	18.6
24352060	120 El Camino Real	0.5	C	MSASP	60	1	30
24352070	189 California Dr.	0.35	C	MSASP	60	1	21
24353020	20 Rollins Rd.	0.48	I	MSASP	60	1	28.8
24353030	30 Rollins Rd.	0.57	I	MSASP	60	1	34.2
24353140	6 Rollins Rd.	0.31	I	MSASP	60	1	18.6
24353150	231 E. Millbrae Ave.	0.69	I	MSASP	60	1	41.4
24353170	No Address	0.07	I	MSASP	60	1	4.2
24353180	210 Adrian Rd.	0.48	I	MSASP	60	1	28.8
24353200	230 Adrian Rd.	2.07	I	MSASP	60	1	124.2

93352030	100 E. Millbrae Ave.	0.73	I	MSASP	60	1	43.8
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Notes:

1. Land assemblage needed to facilitate large-scale redevelopment.
2. Height limit is 40 feet.
3. Structural assessments needed for adding floors.
4. No alley access.
5. Need to rezone. Residential development is currently allowed with a conditional use permit.

Vacant Land

APN	Address	Acreage	Zoning	General Plan (Specific Plan)	Density (Units / Acre)	Constraints
021420220	701, 801 Magnolia Ave. (Separate addresses, same APN)	3.08 + .88	PD	GC	45	None
024146150	300 Magnolia Ave	0.84	DIA	GC	60	6
093350030	100 E. Millbrae Ave., Caltrain Parking Lot	0.73	C	MSASP (CMU)	60	Small size and proximity to BART station
024205190	1320 Millbrae Ave.	0.27	R-1LL	RVLD	1/lot	None
024202120	1401 Millbrae Ave.	0.42	C	GC	45	7
024212240	1304 Murchison Dr.	0.38	R-1	RLD	1/lot	None
024180300	Site 5 (no address)	5.94	MSASPD	MSASP (CMU)	60	None
024181010	Site 6 a (no address)	2.78	MSASPD	MSASP (CMU)	60	None
024181020	Site 6 b (no address)	1.20	MSASPD	MSASP (CMU)	60	None

Notes:

6. Amount of existing parking must be retained.
7. ~~Soil testing/remediation etc clean-up still ongoing (former gas station).~~ Need to rezone.

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5. Energy Conservation

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Housing Elements are required by the State of California to include an Energy Conservation section that provides “an analysis of opportunities for energy conservation with respect to residential development” (Government Code Section 65583(a)(7)).

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This section presents some background on California’s energy conservation efforts, introduces several notable PG&E programs.

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Energy costs have increased significantly over the past several decades, and climate change concerns have increased the need and desire for further energy conservation and related “green building” programs. Buildings use significant energy in their design, construction and operation. The use of “green building” techniques and materials can reduce the resources that go into new construction and can make buildings operate much more efficiently. One common definition of “green building” is “design and construction practices that significantly reduce or eliminate the negative impacts of buildings on the environment through energy efficiency and renewable energy, conservation of materials and resources, water efficiency, site planning and indoor environmental quality.”

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State Codes and Guidelines

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The State of California is a nationwide leader in sustainable building practices. Written into the State Building Code are several sets of requirements and guidelines to facilitate the production of more environmentally friendly buildings.

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Part 6 of Title 24 of the California Code of Regulations sets forth mandatory energy standards for new development, and requires adoption of an “energy budget.” In turn, the home building industry must comply with these standards while localities are responsible for enforcing the energy conservation regulations. In 2011, California added the California Green Building Standards Code (CALGreen) to the state’s official building code. CALGreen is a new set of building codes, some mandatory, and some voluntary, for all new buildings and renovations. It is the first state level “green” building code to be implemented in the US. Minimum energy conservation standards implemented through CALGreen may slightly increase initial construction costs, but reduce operating expenses and expenditure of natural resources over the long run. Millbrae has adopted the CALGreen standards.

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PG&E Programs

Pacific Gas & Electric (PG&E) provides power for all jurisdictions in San Mateo County. PG&E offers variety of energy conservation services for residents that help save money while moving towards greater sustainability, including energy assistance programs for lower income households, which help qualified homeowners and renters, conserve energy and control electricity costs. By publicizing these programs, jurisdictions can help residents make their homes more energy efficient.

PG&E provides customers with information about their energy usage through programs like the Home and Business Area Network (HAN) and the Smart-Rate Add-on. These programs are designed to identify peak energy use times and unnecessarily energy-consuming appliances, to assist consumers in making energy-saving and money-saving decisions. Through Energy Upgrade California, PG&E also offers homeowners up to \$4,500 in rebates for implementing energy-saving home improvements. PG&E also has launched the Zero Net Energy Pilot Program (ZNE) to move towards all new residential construction be zero net energy by 2020, and all commercial construction by 2030.

PG&E also participates in several other energy assistance programs for lower income households, which help qualified homeowners and renters, conserve energy and control electricity costs. These include the California Alternate Rates for Energy (CARE) Program and the Relief for Energy Assistance through Community Help (REACH) Program. The CARE provides a 15 percent monthly discount on gas and electric rates to income qualified households, certain non-profits, facilities housing agricultural employees, homeless shelters, hospices and other qualified non-profit group living facilities. The REACH Program provides one-time energy assistance to customers who have no other way to pay their energy bill. The intent of REACH is to assist low-income customers, particularly the elderly, disabled, sick, working poor, and the unemployed, who experience severe hardships and are unable to pay for their necessary energy needs.

Millbrae encourages citizens to take advantage of PG&E programs. Policy H2.3 and H2.4 encourage energy conservation measures in new and rehabilitation projects. Additionally HIP 7, 9 and 10 are programs to help residents or developers find resources to make energy conservation improvements.

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