

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT****DIVISION OF HOUSING POLICY DEVELOPMENT**

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December 18, 2025

Zachary Dahl, Director  
Community Development Department  
City of San Mateo  
330 West 20<sup>th</sup> Avenue  
San Mateo, CA 94403

Dear Zachary Dahl:

**RE: City of San Mateo's 6<sup>th</sup> Cycle (2023-2031) Draft Amendment to the Housing Element**

Thank you for submitting the City of San Mateo's (City) draft amendment to the housing element that was received for review on October 22, 2025. Pursuant to Government Code section 65585, the California Department of Housing and Community Development (HCD) is reporting the results of its review.

On July 23, 2024, HCD found the City's housing element in substantial compliance with State Housing Element Law (Gov. Code, § 65580 et seq) and as of this writing, the City continues to comply with State Housing Element Law. This draft amendment does not impact HCD's July 23, 2024 finding of substantial compliance. The element will continue to comply with State Housing Element Law once the amendment has been adopted, submitted to, and reviewed by HCD pursuant to Government Code section 65585.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate. Please be aware, any revisions to the element must be posted on the local government's website and to email a link to all individuals and organizations that have previously requested notices relating to the local government's housing element at least seven days before submitting to HCD.

For your information, since the element relies on nonvacant sites to accommodate 50 percent or more of the lower-income regional housing needs allocation (RHNA), requirements are triggered to make findings based on substantial evidence (as part of an adoption resolution) that the existing use is not an impediment and will likely discontinue in the planning period pursuant to Government Code section 65583.2, subdivision (g)(2). Since the draft amendment contains new sites, the City should make these findings as part of adopting the draft amendment. For additional information, please see HCD's Sites Inventory Guidebook (p. 26) at [https://www.hcd.ca.gov/community-development/housing-element/housing-element-memos/docs/sites\\_inventory\\_memo\\_final06102020.pdf](https://www.hcd.ca.gov/community-development/housing-element/housing-element-memos/docs/sites_inventory_memo_final06102020.pdf).

Pursuant to Government Code section 65583.3, subdivision (b), the City must utilize standards, forms, and definitions adopted by HCD when preparing the sites inventory and submit an electronic version of the sites inventory. While the City has submitted an electronic version of the sites inventory, if changes occur, any future adopted version of the element must also submit the electronic version of the sites inventory.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant, the Affordable Housing and Sustainable Communities program, and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City continues to meet housing element requirements for these and other funding sources.

HCD applauds the City's leadership and significant effort to promote housing opportunities, including recent approval of Measure T and added residential capacity for approximately 20,000 units. HCD appreciates the City's diligence during the housing element process and looks forward to receiving the adopted amendment to the element. If you have any questions or need additional technical assistance, please contact Anthony Errichtet at [Anthony.Errichtet@hcd.ca.gov](mailto:Anthony.Errichtet@hcd.ca.gov).

Sincerely,



Paul McDougall  
Senior Program Manager