

# City of San Mateo

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## Housing Program Excerpt of the 2014-22 Housing Element of the General Plan

ADOPTED  
January 5, 2015

# HOUSING GOALS, POLICIES, AND PROGRAMS

- GOAL 1:** Maintain the character and physical quality of residential neighborhoods.
- GOAL 2:** Provide a diversity of housing types, responsive to household size, income and age needs.
- GOAL 3:** Ensure that all new housing is developed or remodeled in a sustainable manner.
- GOAL 4:** Encourage conservation improvements and measures to existing housing stock to make them more energy and water efficient.

## POLICIES:

### 1. Protecting And Conserving Existing Housing

#### H 1.1: Residential Protection.

Protect established single-family and multi-family residential areas by the following actions:

1. Prevent the intrusion of incompatible uses not indicated in the Land Use Element as allowed in residential districts;
2. Avoid the overconcentration on individual blocks of non-residential uses defined by the Land Use Element as being "potentially compatible" in residential areas;
3. Assure that adequate buffers are provided between residential and non-residential uses to provide design compatibility, protect privacy, and protect residences from impacts such as noise and traffic; and
4. Review development proposals for conformance to the City's multi-family design guidelines for sites located in areas that contain substantial numbers of single-family homes to achieve projects more in keeping with the design character of single-family dwellings.

#### Program H 1.1: Residential Protection.

1. Consider policy during the Special Use Permit process with respect to the intrusion of incompatible uses.  
**Lead:** Planning Division  
(Ongoing)
2. Consider policy during the Special Use Permit process with respect to the overconcentration of non-residential uses.  
**Lead:** Planning Division  
(Ongoing)
3. Consider policy during the Site Plan and Architectural Review process with respect to assuring adequate buffers.  
**Lead:** Planning Division  
(Ongoing)

4. Consider policy during the design review process with respect to the review of development proposals for conformance with design guidelines.

**Lead:** Planning Division  
(Ongoing)

Serious conflict can arise between residential and adjacent non-residential activities. Commercial and industrial developments which abut residential uses should be designed to minimize the potentially noisy and bothersome effects of parking lots, loading docks, air conditioning and heating equipment and refuse containers by locating them away from residences or by buffering them with adequate sound-reducing walls and landscaping.

Some non-residential uses such as churches, day care centers and private schools are defined by the Land Use Element as being potentially compatible with residential uses. These types of facilities generally are located in and serve residential neighborhoods. However, special use permits are required to consider the operational characteristics of such uses and to tailor them, where feasible, to a particular site. Overconcentration of non-residential uses should be avoided in residential neighborhoods so that individual blocks do not lose their residential character.

Due to the need for additional housing and the lack of vacant land, new multi-family development will replace older homes in certain areas of the city zoned for multi-family use. To minimize the changes in neighborhood character created by this redevelopment, new multi-family projects in areas having a predominance of single-family residences should be of a scale and include design features which are compatible with surrounding single-family homes, while maintaining housing affordability as a major goal.

**H 1.2: Single-Family Preservation.**

Preserve existing single-family neighborhoods through the following actions:

1. Maintain intact single-family neighborhoods as shown on the Land Use Map; and
2. Require on-site buffering in the design of new multi-family developments that abut single-family districts to assure privacy and reduce noise impacts.

### Program H 1.2: Single-Family Preservation

1. Consider potential impacts on intact single family neighborhoods during the review of land use changes and special use permits for proposed development other than single family dwellings.

**Lead:** Planning Division  
(Ongoing)

2. Consider additional buffering provisions such as landscape buffers, minimum fence heights, location of recreational facilities, underground garage exhausts, etc. during the design review process.

**Lead:** Planning Division  
(Ongoing)

Single-family zoning districts constitute the largest proportion of land in San Mateo. Past policies have designated some predominately single-family areas for redevelopment as multi-family housing. The retention of these intact single-family neighborhoods is a major policy direction of this Plan, to encourage home ownership and improvement of existing dwellings, reduce absentee ownership and land speculation, and create greater social stability. Portions of the Central, North Central, San Mateo Heights and Hayward Park areas were re-designated for single-family and/or duplex uses in 1990.

In many instances throughout the City multi-family zoning districts are directly adjacent to single-family districts. The difference in height and scale between the two uses can be dramatic and detrimental to the character of the single-family neighborhood. For example, the difference in allowable density may be as great as 6 units per acre for single family and up to 50 units per acre for a larger R-5 zoned parcel. The design of new multi-family projects that abut single-family districts should include design features that provide privacy, natural light and protection from noise and traffic impacts for the adjoining single-family homes.

### H 1.3: Housing Rehabilitation.

Provide funding as available for the conservation and rehabilitation of viable deteriorating housing in the City to preserve existing housing stock, neighborhood character and, where possible, to retain low- and moderate-income units.

#### Program H 1.3: Housing Rehabilitation.

1. Continue funding for a free minor home repair program as a high priority with CDBG and/or other funds to accomplish the following objectives by 2022.

- 125 Minor Home Repairs (owner occupied low-income households)

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

2. Encourage energy and water efficiency retrofits in existing housing stock as part of the existing Minor Home Repair program and/or with other incentives.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

**H 1.4: Code Enforcement.**

Continue and increase code enforcement efforts in residential areas to improve neighborhood appearance and conformance with health and safety standards.

**Program H 1.4: Code Enforcement.**

1. Continue code enforcement efforts and provide staff as needed to improve residential areas. Continue use of administrative citations and fees, civil penalties, and civil and criminal litigation to bring about compliance.

**Lead:** Code Enforcement  
(Ongoing)

2. Continue to offer rehabilitation loans and repair grants to low-income households as listed in Program H 1.3.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

3. Continue proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas.

**Lead:** Code Enforcement  
(Ongoing)

4. Continue the Apartment Inspection Program to assure safe and sanitary living conditions for residential tenants.

**Lead:** Fire Department  
(Ongoing)

The great majority of homes in San Mateo are well maintained and contribute to neighborhood quality and desirability. However, there are properties that have begun to deteriorate and require attention to preserve the safety of occupants and maintain neighborhood appearance. The City provides code enforcement as a service to residents and as a deterrent to neighborhood deterioration. These efforts should continue and increase to maintain neighborhood standards.

The City also provides financial assistance to low-income households using CDBG and other funds to assist in housing rehabilitation and provide minor repairs.

**H 1.5: Building Bulk.**

Limit the sizes of new and expanded single-family dwellings and duplexes, retaining neighborhood scale and character.

**Program H 1.5: Building Bulk.**

1. Through plan check review of single-family dwellings and duplex buildings, ensure compliance with both the single family and duplex regulations and design guidelines that control the bulk of and height of buildings.

**Lead:** Planning Division  
(Ongoing)

**H 1.6: Variances and Lot Divisions.**

Consider existing neighborhood character in terms of dwelling size, height, setbacks and lot size and configuration in reviewing variances and lot division proposals.

#### **Program H 1.6: Variances and Lot Divisions.**

- 1 Consider during variance and subdivision review.

**Lead:** Planning Division  
(Ongoing)

The scarcity of vacant land and changing lifestyles has resulted in existing, smaller single-family homes being greatly expanded or, in some instances, demolished and replaced by new dwellings which are developed up to the maximum limits allowed by the zoning code. Another problem has been the expansion of single-family homes or duplexes to include numerous bedrooms and bathrooms in designs that allow for future illegal conversion to boarding homes or multiple units.

To minimize these impacts on single family neighborhoods, the R-1 section of the zoning code was amended in 1992 to reduce the amount of allowable floor area, require increased second story setbacks, and provide a daylight plane for side yard setbacks to reduce building bulk.

In 2001, the City Council adopted the Single-Family Design Guidelines, and required planning applications and public review for substantial removal of existing homes and construction of new single family dwellings, and for second story additions to existing single family dwellings. The Design Guidelines were revised in 2006 to address additional issues that arose during the public review process for single family dwellings. The Guidelines address how a building's size, architectural character, and relationship to the street and nearby structures contribute to successful neighborhoods.

In addition to the Single-Family Dwelling Design Guidelines, the City Council adopted Duplex Design Guidelines in 2004, revised floor area ratio standards, and created a daylight plane for duplex dwellings. Duplex zoned areas are typically located near single family neighborhoods and provide a transition to higher density neighborhoods. Many of the issues and guidelines are similar to those contained in the Single-Family Dwelling Design Guidelines.

Decisions on variances and lot divisions in established residential neighborhoods should take into account the impacts of the proposal on surrounding properties and the overall neighborhood character.

#### **H 1.7: Retention of Existing Lower-Income Units.**

Seek to retain existing subsidized very low-, low- and moderate-income housing units, especially those that will be available for conversion to market rate housing. Retention of such units should have high priority for available funds. Also evaluate impacts of new construction when it involves the loss of non-subsidized private market housing units and other market conditions that impact existing housing affordability.

#### **Program H 1.7: Retention of Existing Lower-Income Units.**

1. Monitor affordable projects at risk of conversion to market rate. Maintain regular communication with the owners of all subsidized projects in San Mateo to keep up-to-date on their plans to maintain affordability, or assist with outreach to other qualified entities in the event owners consider opting out of their current programs. Assist in outreach and education to tenants as needed.

**Lead:** Neighborhood Improvement and Housing Division

January 2015: Monitor efforts of Lesley Senior Communities as it refinances in order to ensure ongoing affordability since its existing rent requirements expire in 2015 for 200 senior rentals.

January 2020. Coordinate extension of existing City loan terms and affordability requirements with Mateo Lodge for Humboldt House which provides 9 units of supportive housing for mental health clients.

2. Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

3. Respond to Notices of Intent to Prepay. Give high priority to retaining existing FHA and HUD subsidized low-income units through use of CDBG/HOME funds, Housing Successor funds, and other solutions.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

4. Continue to support the County Housing Authority housing rental subsidies to lease units in San Mateo for very-low and low-income households and support County efforts to retain and attract landlord participation of Section 8 program.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

Section 8 existing is the most useful program the City has to subsidize families in rental apartments, and its continuation is important to maintain some subsidized rentals for families.

5. Continue to enforce City tenant relocation provisions in the zoning code that provide for relocation payments and housing resources for tenants displaced due to redevelopment, including tenant relocation plans for large developments.

**Lead:** Planning  
(Ongoing)

1. Support regional and local efforts to examine displacement of affordable housing and lower-income households and consider programs or policies to address identified housing needs. Include in this research any impacts on affordable housing (both new development and retention of existing housing) in Priority Development Areas.

**Lead:** Neighborhood Improvement and Housing Division

**Implementation Goal:** Examine issues for City Council review by 2016 and establish strategies, as warranted, by the end of 2016.

#### **H 1.8: Condominium Conversion.**

Continue the existing policy of protecting existing residents by offering purchase opportunities, long-term leases and relocation assistance.

##### **Program H 1.8: Condominium Conversion.**

1. Continue to implement tenant notification, purchase opportunities, long-term leases, and relocation assistance provisions of the subdivision code.

**Lead:** Planning Division

(Ongoing)

Prior to 1980, San Mateo has ranked very high among Bay Area suburbs in permitting apartment units to convert to condominium ownership (3,300 rental units had been converted). In 1981, the City amended its condominium conversion ordinance to provide existing tenants with the first right to purchase, require tenant relocation benefits, and lifetime leases for elderly and disabled tenants.

#### **H 1.9: Demolitions.**

Prohibit demolition of existing residences until a building permit for new construction has been issued, unless health and safety problems exist. Prevent housing stock from becoming health and safety problems through code enforcement efforts.

##### **Program H 1.9: Demolitions.**

1. Continue implementation of demolition ordinance. Implement code enforcement programs described in Program H 1.4.

**Lead:** Building Inspection Division and Code Enforcement

(Ongoing)

The demolition of existing housing eliminates needed units and creates an unattractive gap in the pattern of development. Vacant lots may become neighborhood liabilities due to weed growth and illegal dumping. Continued upkeep of older homes, with code enforcement efforts if needed, is a better approach to maintaining habitable housing units. The City presently prohibits demolition of housing until a building permit for new development has been issued, unless health and safety problems demand more drastic actions.



In some cases needed public improvements, such as road widening, may remove housing units. The relative benefits of these public works should be considered against the impact of losing dwellings.

## 2. Encouraging New Housing Construction

### **H 2.1: Fair Share Housing Allocation.**

Attempt to achieve compliance with ABAG Fair Share Housing Allocation for total housing needs and for low- and moderate-income needs.

#### **Program H 2.1: Fair Share Housing Allocation.**

1. Monitor housing production against ABAG Fair Share Allocation, providing annual updates for the Planning Commission and City Council.  
**Lead:** Planning Division  
(Annual)

### **H 2.2: Jobs/Housing Balance.**

Maintain an overall balance of housing and employment within the community over the term of the Plan.

#### **Program H 2.2: Jobs/Housing Balance.**

1. Monitor housing production against new job creation, providing annual updates for the Planning Commission and City Council.  
**Lead:** Planning Division  
(Annual)

The City of San Mateo is committed to the provision of housing necessary to accommodate an expanding workforce. In response to State law, the Association of Bay Area Governments (ABAG) has determined that there must be enough land available to accommodate 3,100 units of housing need in the City.

### **H 2.3: Public Funding of Low- and Moderate-Income Housing.**

Continue to use available funds to increase the supply of extremely low, very low, low- and moderate-income housing through land purchases, rehabilitation and other financial assistance by partnering with nonprofit sponsors and applying for other subsidized financing from federal and state sources, tax credits, and the like.

#### **Program H 2.3: Public Funding of Low- and Moderate-Income Housing.**

1. Set aside a portion of general fund property tax revenues formerly collected from Redevelopment Areas to be retained for affordable housing (also referred to as "boomerang funds").  
**Lead:** Neighborhood Improvement and Housing Division, Finance Department  
**Implementation Goal:** 20% of incremental increase in property tax revenues associated with former Redevelopment areas on an annual basis.
2. Give funding for new low- and moderate-income housing priority for use of HOME, Housing Successor Agency and other available funds, with the highest

priority of public funds for extremely low and very low income family housing. Goals for number of units assisted by 2022 based on estimated City resources are:

- 50 Extremely Low Income Units
- 85 Very Low Income Units
- 10 Low Income Units
- 60 Moderate Income Units

**Lead:** Neighborhood Improvement and Housing Division  
**Implementation Goal:**

- Completion of 60 units by July 2015
- Completion of 60 units by July 2017
- Completion of 60 units by July 2019
- Completion of 25 units by July 2022

The following language in *italics* was adopted by voter initiative in 2004 and cannot be modified, revised or updated without voter approval.

*H 2.4: Private Development of Affordable Housing.*

*Encourage the provision of affordable housing by the private sector through:*

- 1. Requiring that a percentage of the units, excluding bonus units, in specified residential projects be affordable.*
- 2. Requiring construction or subsidy of new affordable housing as a condition for approval of any commercial development which affects the demand for housing in the City.*
- 3. Providing density bonuses and priority processing for projects which qualify for density bonuses under State law.*

*Program H 2.4: Private Development of Affordable Housing.*

- 1. Maintain an inclusionary housing ordinance to implement Policy H 2.4 The ordinance shall include:*
  - a) At a minimum, require all projects which include more than 10 residential units, including mixed-use projects, shall be required to include 10% of the residential units for exclusive use as affordable housing units.*
  - b) The project proponent shall build the unit(s) on site, either in partnership with a public or nonprofit housing agency, or on its own. Off-site building shall be allowed only if the proponent demonstrates that on-site construction is infeasible; and in any event, any off-site units must be built within the City of San Mateo.*

*No in-lieu fees shall be allowed except for:*

    - i. Projects which include 10 units or less; or*
    - ii. Fractional affordable housing unit requirements of less than .5.*
  - c) The affordable units shall be as similar in exterior design and appearance as possible to the remaining units in the project.*

- d) *Affordable rental units shall carry deed restrictions which guarantee their affordability.*
- e) *Affordable for sale units shall have deed restrictions which allow for first right of refusal to the local government, upon the sale of the unit. The City local government should only refuse the option of purchase if it has already expended all of its financial resources available for housing, including Community Development Block Grant funds, local housing trust fund monies, and any other federal, state or local funds typically available for affordable housing purposes.*

*Lead: Neighborhood Improvement and Housing Division  
(Ongoing)*

- 2. *Evaluate and study the impacts on development costs to housing by increasing the inclusionary housing production requirements. Areas for consideration include increasing the percentage of units required, lowering the affordability pricing, lowering the project size that triggers the requirement, and including an in lieu payment for small projects.*

*Lead: Neighborhood Improvement and Housing Division*

*Implementation Goal: Ongoing for existing program; bring proposal on new requirements to Council by 2002*

This was completed and the revision to increase the BMR percentage requirements was implemented on January 1, 2010. The current program provides developer options of 10-15% affordability requirements depending on affordability targets and whether the units are for sale or for rent. The program also includes some flexibility in unit design and location and a fractional fee for small projects 5-10 units in size.

- 3. *Develop, hold public hearings on, and if possible, adopt a commercial/housing linkage program, based on empirical data applicable to the City of San Mateo. The program should match the housing constructed and/or subsidized to the demand created by commercial development, in terms of affordability levels, type of tenancy, number of bedrooms, and other relevant factors.*

*Lead: Neighborhood Improvement and Housing Division*

*Implementation Goal: Bring to the Council by 2002*

The City elected to participate in a countywide nexus study to evaluate both affordable housing impacts fees and commercial linkage fees. The study began in 2014 and is expected to be completed by the end of 2014: Review results of nexus study with City Council and get direction on pursuing a commercial linkage fee.

- 4. *Develop a density bonus program consistent with State law.*

*Lead: Planning Division*

*(Ongoing)*

A revised Density Bonus Ordinance was adopted by the City Council in January 2009 in conformance with recent legislative changes.

5. *Provide information to developers on density bonus provisions for affordable housing. Give processing priority to applications which include substantial proportions of affordable housing.*

*Lead: Planning Division  
(Ongoing)*

#### **H 2.5: Distribution of Low- and Moderate-Income Housing.**

Attempt to distribute low- and moderate-income housing developments throughout the City. Encourage the mixing of market-rate and low/moderate-income units where feasible.

##### **Program H 2.5: Distribution of Low- and Moderate-Income Housing.**

1. Consider during review of applications for funding of affordable housing projects.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

The inclusionary provisions of H2.4 assist in distributing affordable housing units citywide. When the City provides financial assistance for additional affordable housing units, care will be taken to ensure distribution of these units to avoid over-concentration in any given neighborhood.

#### **H 2.6: Rental Housing.**

Encourage development of rental housing for households unable to afford ownership housing.

##### **Program H 2.6: Rental Housing**

1. Consider during review of applications for multi-family housing.

**Lead:** Planning Division  
(Ongoing)

Rental housing provides opportunities for those who wish to live in San Mateo but cannot afford the down payment and mortgage expenses of ownership housing. Well-designed rental housing, using quality materials and providing a pleasant living environment, can be as great an asset the community as for-sale projects.

#### **H 2.7: Secondary Units.**

Allow creation of secondary units on residentially zoned properties to provide opportunities for affordable rental units or to allow for the housing of extended families. Require that the design of secondary units be compatible with the main residence and neighborhood, provide adequate on-site usable open space and parking, and not infringe upon the privacy of adjoining properties.

**Program H 2.7: Secondary Units.**

1. Through plan check review of secondary unit applications, ensure compliance with regulations, architectural standards, and design guidelines that promote design compatibility with the principle residence and the neighborhood, provide required parking on-site, and minimize privacy impacts on adjoining properties.

**Lead:** Planning Division  
(Ongoing)

Another means of creating more affordable housing is through the building of secondary units, commonly called "granny flats", on single-family properties. Small second units can assist the property owner by generating income, making the home mortgage more affordable, and may also provide lower-priced rental units. The secondary unit can be used to house aged or younger family members at a reasonable cost and in close proximity to the family.

The State requires that local agencies adopt ordinances allowing secondary units in residential districts. In 2003, the City revised the Zoning Code to designate secondary units as permitted uses in residential areas, provide architectural standards, and require compliance to regulations contained in the zoning district where the secondary unit will be constructed, including requirements for design review. San Mateo's ordinances require that the property owner reside on-site, providing the stability of home-ownership. The secondary units are allowed to be a maximum of 640 square feet (typically a studio or one-bedroom unit) and provide one off-street parking space.

**H 2.8: Single Room Occupancy.**

Provide for the development of single room occupancy (SRO) units to provide small affordable units in areas close to transportation services.

**Program H 2.8: Single Room Occupancy.**

1. Adopt a Single Room Occupancy ordinance to allow the development of new SRO projects.

**Lead:** Planning and Building Divisions  
**Implementation Goal:** 2018

Single Room Occupancy projects can provide efficient and affordable units for those who desire minimal housing. Since SRO units may or may not include cooking facilities and are often sized below 400 square feet, they do not meet current planning and building code requirements. Special standards must be developed to take into consideration the unique nature of this type of housing. A cost effective and efficient way of creating SRO standards is to develop standards at the time an applicant submits a planning application to construct an SRO project. The developer should have the experience and available resources to assist the City in the creation of the ordinance.

Often the establishment of single room occupancy units is combined with supportive services and serves extremely low income individuals. The City priority

to assist extremely low and very low income residential projects with its available housing funds would apply to SRO projects that serve those income groups.

#### **H 2.9: Multi-Family Location.**

Provide for the development of multi-family housing to create a diversity of available housing types as follows:

1. Maintain the identified sites on the Inventory of Sites Available for New Housing Development (Appendix A of the Housing Element).
2. Permit reclassification to multi-family zoning of other properties that meet the following criteria:
  - a. Have adequate size to allow for a self-contained housing development and include adequate on-site parking and usable open space;
  - b. Have good access to arterial streets and transit nodes;
  - c. Maintain a reasonable buffer to single-family districts; and
  - d. Constitute a logical extension of existing multi-family development at compatible and appropriate densities or are zoned for commercial use.

#### **Program H 2.9: Multi-Family Location.**

1. Maintain multi-family zoning on specified sites consistent with the Land Use Map or Land Use Element policies.

**Lead:** Planning Division  
(Ongoing)

2. Consider during review of Reclassification applications for multi-family districts.

**Lead:** Planning Division  
(Ongoing)

#### **H 2.10: Housing Densities.**

1. Maintain a density range, with densities at the higher end of the range to be considered based on provision of public benefits such as affordable housing, increased open space, public recreational facilities, or off-site infrastructure improvements, or location adjacent or near (generally within a half-mile walking distance) transit nodes; (Note: Related Land Use Element Policy LU 1.4)
2. Ensure that inappropriate densities are not permitted for lots of less than one-half acre.

#### **Program H 2.10: Housing Densities.**

1. Consider policy during the development review process.

**Lead:** Planning Division  
(Ongoing)

If San Mateo is to meet its housing needs, it will need to encourage multi-family housing on vacant sites and through redevelopment. However, to create high-quality living environments and protect existing neighborhoods, certain

standards must be followed in the location of new multi-family developments. Sites must be large enough to provide adequate parking and still leave area available for recreation and open space. Multi-family sites must be close to arterial streets to handle traffic generation and discourage traffic through single-family neighborhoods. Specific commercial sites may be developed for multi-family use.

One means of increasing housing potential is through redesignation of commercially zoned and lower density residential properties to multi-family land use. The redesignations approved in Policy H-2.-9 will increase the potential for construction of new units.

San Mateo's multi-family zoning districts allow relatively high densities in an effort to encourage the production of housing. In 1989, the R-3 District (the lowest density multi-family zoning district) allowed up to 43 units per acre. Prior to the amendments necessary to make them conform to the initiative adopted by the voters in November 1991, the R-4 District allowed up to 58 units per acre and the R-5 District allowed up to 124 units per acre. However, very few projects were built up to the maximum allowable densities. On average, most developments achieved between one-third and one-half the allowable densities in these zoning districts, due to other constraints such as parking, open space requirements and the costs of high-rise building construction or multiple floors of underground parking.

The high range of allowable densities permitted by the zoning districts can result in property owners over-valuing their properties based on unrealistic development expectations. This in turn results in properties remaining undeveloped or reduces the affordability of units constructed with inflated land prices. It can also render density bonuses for affordable housing production useless.

In 1979 the allowable densities of multi-family districts were studied and revised, with the intent of limiting allowable densities on smaller parcels and providing density incentives for lot assemblage. The increase in lot size provided better opportunities for incorporating parking and open space in a more livable project design. The R-3 District, for example, now allows just two units to be constructed on a parcel of 6,000 square feet. If two such parcels are merged, creating a 12,000 square foot lot, a project of eight units is allowed.

**H 2.11: Senior Project Location.**

Permit senior housing projects on multi-family or non-residentially zoned properties within walking distance of services and transit routes. Continue to provide allowances for density bonuses for senior projects.

### Program H 2.11 Senior Project Location.

1. Consider during review of reclassification applications to the Senior Citizen Overlay district and Residential Care Facility Special Use Permits.

**Lead:** Planning Division  
(Ongoing)

The elderly population of San Mateo is increasing. San Mateo's senior citizens should be provided with housing opportunities within the community to avoid the necessity of relocating to other areas and to free up underutilized single-family homes for younger families. Senior housing has different characteristics than typical family-oriented housing. Seniors typically drive less, thereby reducing traffic impacts and the need for extensive parking. Many senior projects also provide on-site communal facilities for dining and recreation, which further reduce the need for driving. Senior housing should be located within three-quarters of a mile of commercial services and transit routes to adequately provide for the needs of elderly residents.

### H 2.12: Mixed Use.

Continue the policy of encouraging residential uses in existing commercial areas, or in locating adjacent or near transit nodes, where the residences can be buffered from noise and safety concerns and can provide adequate on-site parking and usable open space. Provide floor area and/or height bonuses for residential development in selected areas of the City.

### Program H 2.12: Mixed Use.

1. Permit the construction of housing or mixed-use projects in commercial areas. Encourage mixed use in specific area plans, the El Camino Real Master Plan, and the San Mateo Rail Corridor Transit-Oriented Development Plan. Consider designation in future plans for 42 Avenue.

**Lead:** Planning Division  
(Ongoing)

2. Publicize the advantages of constructing housing or mixed-use projects in commercial areas. Publicize the ability to locate residences in commercial areas.

**Lead:** Planning Division  
(Ongoing)

The mixing of residential units in commercial developments is not a new idea. The City of San Mateo as well as many older American cities have examples of apartment units over shops. This concept is very applicable to today's needs to provide lower-priced housing and reduce the need for commuting to work. The mixing of housing and commercial uses also would improve the urban design qualities of commercial areas by adding variety and activity to shopping streets.

The City currently allows the mixing of housing and commercial uses in various locations, including properties along El Camino Real (SR 82) south of the Downtown, office sites along 20th Avenue, the KMART site at Delaware and



Concar, the Parkside Shopping Center at Norfolk, and the Fashion Island Shopping Center. In addition, once adopted, the programs called for in Program H 2.4 should encourage the construction of affordable housing in the redevelopment of commercial areas.

The City's El Camino Real Master Plan and Land San Mateo Rail Corridor Transit-Oriented Development Plan both include policies promoting mixed-use development. Future specific plan efforts, including the 42nd Avenue Specific Plan will also consider the designation of these areas for mixed-use development.

**H 2.13: Transportation Oriented Development (TOD).**

Encourage well-planned compact development with a range of land uses, including housing, commercial, recreation and open space, in proximity to train stations and other transit nodes. Encourage the maximization of housing density where possible.

**Program H 2.13: Transportation Oriented Development (TOD).**

1. Encourage transit-oriented development in locations adjacent or near train stations and other transit nodes.

**Lead:** Planning Division  
(Ongoing)

2. Ensure that development proposals conform to the Transit Oriented Development Ordinance and the San Mateo Rail Corridor Transportation Oriented Development Plan.

**Lead:** Planning Division  
(Ongoing)

As with the concept of mixed-use development, transit-oriented development is not a new idea. The location of housing within proximity to transit stations has been shown to increase the use of transit ridership and reduce the use of single-occupancy vehicles. The concept of transit-oriented development has the potential to positively affect local circulation, jobs/housing balance, and the evolving fabric of the City's transit corridors.

In 2007, the City adopted the Transit Oriented Development Ordinance which implements the San Mateo Rail Corridor Transit Oriented Development Plan (adopted 2005). The Plan encourages and provides guidance for transit oriented development centered on the Hillsdale and Hayward Park Caltrain station areas. Land uses, development densities, and parking and transportation demand management are important components in the Plan. In addition, the Plan includes goals and policies to improve the street system and pedestrian and bicycle friendliness within the planning area. Development within the TOD area will be required to conform to the policies and guidelines contained in the San Mateo Rail Corridor Transit Oriented Development Plan.

## H 2.14: The Homeless.

Continue existing support for organizations that seek to prevent homelessness. Assist Countywide efforts to address homelessness through participation in the HOPE Program. Although the HOPE program focuses efforts on providing permanent supportive housing rather than emergency shelters, the City must also comply with SB 2 which requires ensuring there are appropriate zones where emergency housing is located as a permitted use. Accordingly, transitional housing is currently permitted to be located in residential districts and commercial districts, while emergency shelters may be located in Regional/Community Commercial districts.

### Program H 2.14: The Homeless.

1. Continue existing support, where feasible, for programs and facilities seeking to prevent homelessness.  
**Lead:** Neighborhood Improvement and Housing Division and Community Services Division  
(Ongoing)
2. Allow emergency shelters as a permitted use in Regional/Community Commercial land use categories consistent with the provisions of SB2, which requires emergency shelters as permitted uses without conditional use permits or other discretionary action. Emergency shelters shall be subject to the same development and management standards that apply to other allowed uses in the designated land use and zoning districts.  
**Lead:** Planning Division  
**Implementation Goal:** Ongoing permitted uses. Review 300 buffer zone around parks and schools as adopted by City for compliance with State legislation. Amend code if needed by 2015.
3. Continue existing support, where feasible, for programs to assist and support home sharing as an alternative to homelessness.  
**Lead:** Neighborhood Improvement and Housing Division  
**Implementation Goal:** (Ongoing)

In 2005-2006, a county-wide group of diverse stakeholders undertook an intensive community-based planning process to develop a plan to end homelessness in San Mateo County. The end result – entitled “Housing Our People Effectively (HOPE): Ending Homelessness in San Mateo County (‘the HOPE Plan’)” – lays out concrete strategies designed to end homelessness in our community within 10 years. Completed in March 2006, the report incorporates the experiences and expertise of over 200 stakeholders, including members of the business, nonprofit and government sectors. Many of these stakeholders were elected officials and staff from the 21 jurisdictions that are members of the San Mateo County Countywide Housing Element Update project. The final plan has been formally adopted by several of San Mateo County’s 21 jurisdictions.

The HOPE Plan is the community's comprehensive policy and planning document relating to homelessness and therefore provides the local policy framework for developing the strategies and activities required by SB2 relating to emergency shelter, and transitional and supportive housing.

The HOPE Plan is a call to action to prevent and end homelessness in San Mateo County. The Plan is outcome-driven and as such has two overarching desired results:

- Creating 7,900 units of affordable and supportive housing for households which are homeless or at imminent risk of homelessness; and
- Providing 4,300 households with short-term assistance to secure or maintain housing.

The HOPE Plan intentionally made no recommendation to expand the supply of emergency or transitional housing (except for a small pilot motel voucher program to provide assistance to single individuals). 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 for creating and sustaining quality affordable housing (accessible to households with incomes  $\leq 30\%$  AMI) and, where needed, supportive housing. Since the HOPE Plan was adopted by the County, many cities, and other community groups, there have been no plans for new emergency shelter or transitional housing put forth in San Mateo County (with the exception of transitional housing or permanent housing with transitional services for emancipating foster and/or homeless transition-age youth).

Within the specific strategies identified to increase affordable housing opportunities, the Plan recommends removing barriers to and/or creating incentives for the development of extremely low-income affordable and supportive housing by:

- Establishing innovative land use and zoning policies and recommendations;
- Creating clearer, more streamlined building and development processes to shorten the time and decrease the cost of affordable and supportive housing development; and
- Identifying more suitable, appropriately zoned land and multi-unit buildings appropriate for affordable and supportive housing.

#### **H 2.15: Open Choice.**

Continue efforts towards the elimination of discrimination based on race, religion, sex, nationality, age or physical disability that prevent free choice in housing.

### Program H 2.15: Open Choice.

1. Continue implementation of the Fair Housing Resolution, affirmative marketing of city-subsidized housing projects, and provision of available funding for private nonprofit organizations that monitor and provide assistance to those experiencing discrimination in housing choice.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

San Mateo's efforts to provide a diversity of housing would be meaningless if that housing were not available in an atmosphere of open and free choice for all prospective residents. The City seeks to eliminate discriminatory rental and sales practices which act as barriers to free choice in housing, and in 1970 passed a Fair Housing Resolution governing all City departments and housing initiatives. The City's Community Relations Commission is responsible for ensuring compliance with the Fair Housing Resolution. City sponsored housing programs and projects built with City subsidies include affirmative marketing plans to reach all segments of the community. The City also contributes funding to fair housing programs that provide counseling services, investigation of alleged abuses, and legal assistance. These programs also include outreach efforts by conducting workshops for landlords and tenants, public service announcements, newspaper columns, and use of social media posted in several languages.

### H 2.16: Special Needs Groups.

Continue existing support for programs that assist special needs groups (the elderly, large families, female heads of households, and the disabled, including the developmentally disabled).

### Program H 2.16: Special Needs Groups.

1. Continue to support programs particularly designed to accommodate special needs groups. In the past, typical programs have included rehabilitation loans, minor home repair, purchase of land for new housing, Section 8 rental assistance, shared housing, and first- and last-month's rent program.

**Lead:** Neighborhood Improvement and Housing Division  
(Ongoing)

State law requires that residential care facilities serving six or fewer persons that assist special needs groups be treated the same as single-family dwellings. To avoid overconcentration, the City will continue to request that facilities be separated by 300 feet, as permitted by State law.

2. Consider requests for Reasonable Accommodations to City zoning code to relieve housing constraints in accordance with City Reasonable Accommodation ordinance.

**Lead:** Planning Division/Neighborhood Improvement and Housing Division  
(Ongoing)

On June 16, 2014 the City adopted its Reasonable Accommodation Ordinance which established a process for considering requests for reasonable accommodation in the application of the city's land use and zoning ordinance for residential property used by persons with disabilities. With this ordinance, persons with disability may make a request for reasonable accommodation instead of applying for a formal planning application for a variance that may take several months to process.

### 3. Incorporate Sustainability Into Housing Development

#### H 3.1: Sustainable Housing Development.

Incorporate Sustainability into existing and future single family and multifamily housing:

1. Ensure that all existing and future housing, including both single family and multifamily housing, is developed in a sustainable manner.

#### Program H 3.1: Sustainability Housing Development.

1. Ensure new residential developments comply with State Energy Building Code  
**Lead:** Community Development Department  
(Ongoing)

The City's own mandatory Green Building Ordinance was replaced with the State Green Building Code in January 2014. Staff will continue to encourage that new residential projects assisted with City funds maximize sustainability features beyond the minimum code requirements whenever feasible.

### 4. Increase Energy And Water Efficiency In Existing Residential Units

#### H 4.1: Energy and Water Efficiency.

Encourage energy and water efficiency in all existing residential units.

#### Program H 4.1: Energy and Water Efficiency.

1. **PACE Financing Program.** Continue to monitor legal status of Property Assessed Clean Energy (PACE) financing and coordinate marketing efforts to San Mateo residents..  
**Lead:** Neighborhood Improvement and Housing Division  
**Implementation Goal:** Coordinate countywide marketing efforts to promote PACE financing to San Mateo property owners. July 2015.

In January 2010 the City of San Mateo joined a consortium of other California cities called California FIRST in order to issue bonds to finance residential energy and water efficiency improvements. Implementation of the program was delayed due to legal issues with the Federal Housing Finance Agency (FHFA). If the State of California and FHFA work out a solution, the City will participate in marketing the program to prospective property owners.

## QUANTIFIED OBJECTIVES

According to the State Department of Housing and Community Development, the sum of the quantified objectives for the programs should ideally be equal to or surpass the community's identified housing needs. However, State law recognizes that the total housing needs identified may exceed available resources and the community's ability to satisfy this need within the content of the general plan. Under these circumstances, the quantified objectives need not match the identified existing housing needs but should establish the maximum number of housing units that can be constructed, rehabilitated, and conserved over a five-year time frame.

With respect to affordable units, the City has estimated the potential subsidies available during the planning period and has calculated the potential number of units that could be assisted with these funds. In addition, staff has compiled a list of known or expected development projects in the next few years, including preservation projects anticipated to come on line between 2014 and 2022.

Based on residential building permits issued in the last year and residential projects that have been initially reviewed by the Planning department that have not been built, the quantified objective for non-subsidized units developed in the market is 2,475 units. The total quantified objectives for the next eight years are as follows:

### Quantified Objectives, 2014-2022

Conservation/Preservation	Total	ELI	VLI	LI	MOD
Lesley Park Towers	200		200		
Humboldt House	9		9		
<b>TOTAL, CONSERVATION/PRESERVATION</b>	<b>209</b>	<b>0</b>	<b>209</b>	<b>0</b>	<b>0</b>
New Construction	Total	ELI	VLI	LI	MOD
2000 S. Delaware	60				60
Bay Meadows Affordable Site	60	20	40		
Bay Meadows BMR	65			25	40
Station Park Green BMR	60		60		
Other BMR	150		45	25	80
Other Affordable TBD	85	30	45	10	
<b>TOTAL, NEW CONSTRUCTION</b>	<b>480</b>	<b>50</b>	<b>190</b>	<b>60</b>	<b>180</b>
<b>TOTAL, AFFORDABLE</b>	<b>689</b>	<b>50</b>	<b>399</b>	<b>60</b>	<b>180</b>
Private Sector/Market Rate					
New Construction (Above-MOD)	2,475				
<b>GRAND TOTAL</b>	<b>3,164</b>				

The following table summarizes these objectives against the RHNA need allocations for the eight-year period:

<b>Income</b>	<b>Quantified Objective</b>	<b>Eight-Year RHNA Figure</b>	<b>% of RHNA to be Produced</b>
ELI/VLI	449	859	52%
LI	60	469	13%
MOD	180	530	34%
Market	2,475	1,242	199%
<b>TOTAL</b>	<b>3,164</b>	<b>3,100</b>	<b>102%</b>

