

**Housing Element 4th Cycle Programs MATRIX**  
**(A Review of 2007-2014 Housing Element Implementing Programs)**

Housing Element Program Name/Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
<b>H 1.1 Residential Protection</b>			
1	Prevent Incompatible Uses in Residential Districts	To prevent the intrusion of incompatible uses in residential districts, Case by case evaluation of the impact of non-residential land uses consider appropriate policy during the Special Use Permit process. has occurred with all Special Use Permits.	Through the Planning Application process staff, continues to evaluate all requests for Special Use Permits potential impacts of non-residential land uses on residentially zoned properties.
2	Avoid Concentration of Non-Residential Uses in Residential Districts	To avoid overconcentration of non-residential uses in residential districts, consider appropriate policy during the Special Use Permit process.	The City has adopted zoning code amendments which limit the over concentration of non-residential uses in residential zoning districts while at the same time allowing for provision of Special Use Permit request to provide for case by case review of facilities which meet identified community needs. See above.
3	Provide Buffers Between Residential and Non-Residential Uses	To assure that adequate buffers are provided between residential and non-residential uses in the interests of design compatibility, residential privacy, and minimizing noise and traffic impacts, consider appropriate policy during the Site Plan and Architectural Review process.	Adequate buffers between residential and non residential uses are reviewed during the initial plan check. Zoning Code provisions require quantitative setbacks and buffers to ensure that both the residential and non residential uses are protected. The quantitative requirements in the Zoning Code ensure that adequate buffers such as setbacks, fencing, walls, and landscaping are in place between residential and non-residential uses.
4	Ensure Compatibility of Multi-Family Projects with Single Family Dwellings	To achieve multi-family projects that are compatible with the character of single family dwellings located in the same neighborhood, review multi-family development proposals for conformance with the City's multi-family design guidelines during the design review process.	Conformance to City's multi-family guidelines is reviewed during design review by an independent architectural design consultant. Use of both the City's multi-family and small lot design guidelines have resulted in projects that incorporate design elements and scale of the surrounding neighborhood, including the use of individual entries, front porches, and building elements and materials which are prevalent in the surrounding neighborhoods.
<b>H 1.2 Single Family Preservation</b>			
1	Consider Impact of Multi-Family Project Proposals	Consider potential impacts on intact single family neighborhoods during the review of land use changes and special use permits for non-single family development proposals.	Single Family Design Guidelines and Zoning Code include privacy guidelines and restrictions that protect against expanding the continuation of nonconforming walls into the side yard setbacks and included increased set backs and buffers to ensure impacts to single family neighborhoods are reduced. The Zoning Code, Single Family Dwelling Design Guidelines, and the Multifamily Dwelling Design Guidelines have been effective in preserving the single-family neighborhoods.

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2 Consider Buffers for Multi-Family Projects	In order to assure privacy and reduce noise impacts when new multi-family developments will abut single family districts, consider additional buffering provisions such as landscape buffers, minimum fence heights, location of recreational facilities, underground garage exhausts, etc. during the design review process.	Additional buffering above and beyond the quantitative requirements outlined in the Zoning Code is considered during the design review process. A standard condition of approval is imposed on all development to insure that these types of utilities do not adversely affect the surrounding community.	Standard conditions are imposed on all multi-family developments and design review of multifamily projects allows for review of privacy and noise impacts.

### **H 1.3 Housing Rehabilitation**

1 Prioritize Investments for Rehabilitation Goals	<p>Continue funding for housing rehabilitation projects as a high priority with CDBG and/or other funds to accomplish the following objectives by 2014:</p> <ul style="list-style-type: none"> <li>• 50 rehabilitated units (owner occupied, low and moderate income residences; rental units in low income neighborhoods)</li> <li>• 125 minor home repairs (owner occupied low income units)</li> </ul>	<p>Total rehabilitated units to date: 26</p> <ul style="list-style-type: none"> <li>• 2009: 6</li> <li>• 2010: 9</li> <li>• 2011: 6</li> <li>• 2012: 5</li> <li>• 2013: 0</li> </ul> <p>Total minor home repairs to date: 238</p> <ul style="list-style-type: none"> <li>• 2009: 66</li> <li>• 2010: 76</li> <li>• 2011: 15</li> <li>• 2012: 32</li> <li>• 2013: 49</li> </ul>	<p>Due to reduced CDBG and Redevelopment funding as well as decreased demand by income-eligible home owners, the Housing Rehab Loan program was discontinued in 2012. Eligible owners may access the San Mateo Countywide Loan program. City will continue to support the minor home repair program, likely with CDBG funds.</p>
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### **H 1.4 Code Enforcement**

1 Employ All Means to Ensure Compliance	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.	The City continues its enforcement efforts and provides staff to improve residential areas through abatement, administrative citations and fees, civil penalties, and civil litigation to bring about compliance. The City also uses court ordered inspection and abatement warrants to enter, inspect and clean up hoarders and residential junkyards that present immediate health and safety violations. More recently, code enforcement efforts have included identifying mortgage holders on the growing number of foreclosed properties in order to enforce property maintenance.	Code Enforcement continues to be an important tool in improving neighborhoods and conformance with health and safety codes in residential units.
2 Continue Low Income Rehabilitation Assistance	Continue to offer rehabilitation loans and repair grants to low-income households as listed in Program H 1.3.	The City continues to provide rehabilitation loans and repairs grants to low-income households. 2012: The City discontinued its Rehabilitation Loan program due to staff cut-backs. Cases may be referred to the City's Minor Home Repair contractor as necessary.	The use of Minor Home Repair program continues to be a useful tool in bringing health and safety code compliance in units where households cannot afford the repairs.
3 Prioritize CDBG-Eligible Areas	Continue proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas.	Proactive code enforcement program in North Central, North Shoreview and other CDBG-eligible areas continues. This includes meeting with or attending neighborhood/homeowner associations, conducting increased surveillance in target neighborhoods.	Prioritizing code enforcement in target neighborhoods should be continued to assist with neighborhood improvements.

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4 Continue Apartment Inspection Program	Continue the Apartment Inspection Program to assure safe and sanitary living conditions for residential tenants.	The City's Fire Department conducts apartment inspection on ongoing basis to assure safe and sanitary living conditions for residential tenants.	Apartment inspection program is necessary and appropriate to ensure safe and sanitary conditions in rental properties.

### **H 1.5 Building Bulk**

1 Ensure Regulatory Compliance to Protect Neighborhood Scale	Through plan check review of single family and duplex projects, ensure compliance with bulk and height regulations and design guidelines in order to maintain consistency with neighborhood character and scale of buildings.	Plan checking of single-family dwellings is ongoing. Second story additions to single family dwellings and new single-family dwellings require design review. The adopted Single Family Design guidelines help to control the bulk and height of second story additions and new single family dwellings. In 2004, Duplex Design Guidelines were adopted by the City Council. These guidelines help to protect against the over-sized additions and new construction in R-2 zoning districts.	The Single Family Dwelling Design Guidelines and Duplex Design Guidelines have been successful in limiting the size and scale of second story additions and new construction, thus each addition or new construction is compatible to the surrounding neighborhood character.
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### **H 1.6 Variances and Lot Divisions**

1 Consider Impact on Neighborhood Character	Consider existing neighborhood character in terms of dwelling size, height, setbacks and lot size and configuration during review of variances and subdivision proposals.	See accomplishments for Program H 1.5 (1) immediately above.	Property and building characteristics of properties in the vicinity of any variance or lot split application become the basis of findings and recommendations for these types of applications.
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### **H 1.7 Retention of Existing Lower Income Units**

1 Track Projects At-Risk for Conversion	In order to retain affordable housing, track projects at risk for conversion; maintain regular communication with owners of subsidized projects; prioritize available funds for retaining these units; and assist in outreach and education to tenants as needed.	2009: There were no 'at risk' properties. 2010: There were no 'at risk' properties. 2011: There were no 'at risk' properties. 2012: There were no 'at risk' properties. 2013: There were not "at risk" properties	Although no At-Risk projects during this time period, tracking expiring contracts is important to track in the future.
2 Advocate for Section 8 Program Funding	Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations.	Section 8 contracts are managed by the County and continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.	Continue to track federal impacts to

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3 Provide Funds to Retain At- Risk Subsidized Low Income Housing	Respond to Notices of Intent to Prepay. Give high priority to retaining existing FHA and HUD subsidized low income units through use of CDBG funds, Redevelopment Housing Set-Aside funds, and other solutions.	2009: There were no 'at risk' properties. 2010: There were no 'at risk' properties. 2011: There were no 'at risk' properties. 2012: There were no 'at risk' properties. 2013: There were not "at risk" properties	When expiring contracts are identified, continue to prioritize local funds as available to assist projects since it is less expensive to save and retain rather than create new affordable units.
4 Support Housing Authority Section 8 Program Citywide	Continue to support the County Housing Authority housing rental subsidies to lease units in San Mateo for very low and low income households.	Continued communications with the County Housing Authority and Department of Housing allow for ongoing opportunities.	Although City staff is not involved in administration of Section 8 program, it provides significant support to households citywide.

## **H 1.8 Condominium Conversion**

1 Prevent and Mitigate the Impact of Conversions	Continue to implement tenant notification, purchase opportunities, long-term leases, and relocation assistance provisions of the subdivision code.	2009: No condominium conversions occurred. 2010: No condominium conversions occurred. 2011: No condominium conversions occurred. 2012: No condominium conversions occurred. 2013: No condominium conversions occurred.	In conjunction with the City's Condominium Conversion ordinance adopted in 1975 that requires compliance or upgrading to the current Building and Fire codes, these policies have been effective in protecting existing tenants from condominium conversion.
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## **H 1.9 Demolitions**

1 Prevent Housing Demolition	Unless health and safety problems exist, prevent demolition of existing residences until a building permit for new construction has been issued. Continue implementation of the City's Demolition Ordinance but strive to prevent health and safety problems that lead to a risk of demolition by implementing the code enforcement programs described in Program H 1.4.	Demolition ordinance will continue to be implemented.	Demolition ordinance will continue to be implemented. The Demolition ordinance contains appropriate measures to preclude demolition of existing residences.
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## **H 2.1 Fair Share Housing Allocation**

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1 Fair Share Housing Allocation	<p>Attempt to achieve compliance with ABAG Fair Share Housing Allocation for total housing needs and for low- and moderate-income needs.</p> <p>1. Monitor housing production against ABAG Fair Share Allocation, providing annual updates for the Planning Commission and City Council.</p>	<p><b>Total ABAG Goal</b> 3,051 units: 695 Very Low, 500 Low, Moderate, 1,267 Above Moderate.</p> <p><b>2009</b> Total 93 units: 53 Very Low, 14 Low, 2 Moderate, Above Moderate.</p> <p><b>2010</b> Total 3 units: 3 Above Moderate</p> <p>Total 27 units: 3 Moderate, 24 Above Moderate.</p> <p><b>2012</b> Total 251 units: 74 Very Low, 3 Moderate, 174 Above Moderate</p> <p><b>2013</b> Total 544 Units: 20 Very Low, 22 Low, 9 Moderate, 493 Above Moderate</p>	589 24 <b>2011</b>	Although adequate land is zoned to accommodate ABAG Fair Share goals, City does not control how much housing is developed. City funding was maximized to subsidize affordable units to the extent it had funding.

## H 2.2 Jobs/Housing Balance

1 Monitor Housing and Job Production	With the objective of maintaining a balance of housing and employment, monitor housing and job production, providing annual updates to the Planning Commission and City Council.	The City continues to work toward addressing the jobs-housing balance. The jobs housing ratio is based upon number of jobs per employed resident and is considered balanced the closer the ratio is to 1.00. ABAG projects that, based on the growth of jobs in the City, the jobs-per-employed-resident ratio will continue to rest around 1.00 through 2020.	Although City does not have direct control in influencing the jobs/housing balance, tracking this data provides and assists in the long range planning for both housing, land use, and economic development activities.
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## H 2.3 Public Funding of Low and Moderate Income Housing

1 Public Funding of Low and Moderate Income Housing	<p>Provide HOME, Redevelopment Housing Set-Aside, and other funds and seek additional federal and state funds, tax credits, and other resources with the highest priority to support the development of 61 extremely low and 126 very low income housing units over the planning period. Specific objectives include:</p> <ul style="list-style-type: none"> <li>• Completion of 53 units by July 2010</li> <li>• Commitment of funds for 54 new units by June 2010</li> <li>• Site identified for 45 units by July 2013</li> <li>• Site identified for 35 units by July 2014</li> </ul>	<p><b>2009:</b> 1) Construction began on Peninsula Station, 68 units, 100% affordable rentals.</p> <p>2) Developer selected for 2000 S. Delaware project; began development agreement negotiations.</p> <p><b>2010:</b> 1) Peninsula Station completed and fully occupied -- Extremely Low = 21; Very Low = 32; Low = 14.</p> <p>2) Planning application submitted for 2000 S. Delaware, 120 family rentals.</p> <p><b>2011:</b> DDA and Planning approvals by City Council for 2000 S. Delaware. \$1.2 million subsidy from City HOME and RDA funds.</p> <p><b>2012:</b> 1) Construction began on phase I ( 60 units) of 2000 S. Delaware including 10 extremely low, 49 very low, and one unit for the resident manager.</p> <p>2). City and Bay Meadows identified boundaries of one acre parcel to be provided to City for future affordable housing. Estimate 60-65 units .</p> <p><b>2013:</b> 1) 2000 S. Delaware Phase I completed and occupied.</p> <p>2) One acre parcel at Bay Meadows dedicated to City for future development.</p>	Exceeded goals for City funded affordable housing. 128 units were completed, 60 units in contract at 2000 S. Delaware to begin construction in 2014 and one acre site for estimated 60-65 units has been dedicated to City. Developer selection to occur in 2014.
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## H 2.4 Private Development of Affordable Housing

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1 Maintain the Inclusionary Housing Ordinance	Maintain an inclusionary housing ordinance that requires 10% of the housing units to carry affordability deed restrictions for projects with 11 or more units.	The Below Market Rate (BMR) inclusionary program requires 10% of any new residential project that has 11 or more units to be affordable.	During this period the BMR program provided 100 affordable units either completed or under construction, representing 35% of new affordable units during the program period.
2 Consider and Propose Amendments to Strengthen the Inclusionary Housing Requirement	Evaluate the impacts on housing development costs of making amendments to the inclusionary housing requirements, such as increasing the percentage of units required, requiring greater affordability, lowering the project size that triggers the requirement, and/or including an in lieu payment for small projects. Based on the evaluation, bring an amendment proposal to Council.	COMPLETE: Revisions to the inclusionary program were recommended after a technical advisory committee study and subsequently adopted by the City Council in 2008. The requirement will be increased to 15% and begin implementation on January 1, 2010. The new program also provides for fractional fees for projects sized 5-10 units, and for fractional BMR units not constructed onsite. It also allows some flexibility on BMR units size and bedroom mix.	In addition to BMR program revisions implemented in 2010, an ballot measure to amend the program to allow a housing impact fee was put on the ballot in Fall 2011 and failed to pass by the voters. City will continue to enforce its basic inclusionary requirements.
3 Consider and Propose a Commercial/Housing Linkage Program	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. Bring a proposal to Council.	The Housing and Land Use report contains a recommendation to implement a commercial linkage program and this item was discussed at a study session in May 2008. There was both strong opposition and support for this proposal at that time, therefore the City Council has not yet acted on this recommendation.	This recommendation will carry over to the next Housing Element. The City is participating in a countywide nexus study that will be the basis for this consideration.
4 Develop a Density Bonus Program	Develop a density bonus program consistent with State law.	Revisions to the density bonus program were adopted by ordinance and as part of the Zoning Code in January 2009. 2009: 18 units above the base density were completed. 2010: No density bonus units were completed. 2011: No density bonus units were completed. 2012: No density bonus units were completed. 2013: 1 density bonus unit was completed.	City will continue to support and promote developer use of Density Bonus. It is used in conjunction with the BMR program, allowing concessions to developers in exchange for the affordable units.
5 Incentivize and Expedite Processing for Affordable Housing	Inform developers about density bonus incentives for affordable housing, and give processing priority to applications which include substantial proportions of affordable housing.	With project proposal and discussion prior to and during the planning application process, information is available to developers regarding all incentive options related to density in housing development.	See above.

## H 2.5 Distribution of Low and Moderate Income Housing

1 Mix Market Rate and Affordable Housing	When reviewing applications for affordable housing projects, attempt to distribute affordable housing throughout the City and to encourage mixing of market rate and low and moderate income units.	The City's current Below Market Rate program ensures that affordable housing is developed throughout the City rather than in specific areas since it is applied on all new housing projects that contain 11 or more units. Also staff tries to avoid concentration of new affordable housing in any given neighborhood.	City's BMR program has been effective in distributing affordable housing units citywide, as well as providing a variety of sizes of units, both rental and for-sale.
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## H 2.6 Rental Housing

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1 Encourage Rental Housing Development	Encourage development of rental housing for households unable to afford ownership housing during review of applications for multi-family housing.	The decision to develop rental vs. for-sale units in multifamily projects varies with the market. Some developers don't decide whether to sell or rent their units until the units are under construction and the market is evaluated at that time.	The decision to develop rental vs. for-sale units is based on market conditions, and are evaluated by private developers rather than the City. To address this gap, the City has targeted 100% of its affordable housing financing for new construction toward rentals.

## H 2.7 Secondary Units

1 Ensure Compatible Design of Secondary Units	Through plan check review of secondary unit applications, ensure compliance with regulations, architectural standards, and design guidelines to promote design compatibility with the principle residence and the neighborhood, provide required parking on-site, and minimize privacy impacts on adjoining properties.	Secondary Units are permitted as of right within residential zoning districts. Each application for a second story secondary unit is reviewed for consistency to the Single Family Design Guidelines and the Zoning Code.	Both the Single Family Dwelling Design Guidelines and the Zoning Code have ensured the compatibility of Secondary Units (aka In-Law Units) with the surrounding properties.
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## H 2.8 Single Room Occupancy

1 Adopt a Single Room Occupancy Ordinance	By 2012, adopt a Single Room Occupancy Ordinance to allow the development of new small affordable units in areas close to transportation services.	The City does not have a Single Room Occupancy ordinance. There were no applications for SRO developments during this reporting period. An SRO ordinance will be developed in conjunction with any request for development of an SRO project.	While there has been no demand for this to date, the development and adoption of a Single Room Occupancy Ordinance as part of a development proposal will allow for appropriate review of current trends and the creation of relevant standards for SRO development. Due to staffing shortage and economic down turn, resources were not available to implement this policy during the previous reporting period. Continue this policy through the new reporting period to provide opportunity to evaluate this in the future.
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## H 2.9 Multi-Family Location

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1 Maintain Zones for Multi-Family Housing	Maintain multi-family zoning on specified sites consistent with the Land Use Map or Land Use Element policies.	The locations designated in this policy have been designated as multi-family residential on the Land Use Map and have been reclassified to a multi-family zoning designation. The City has maintained existing land zoned for multi-family use. Multi-family projects have been developed on the Bay Meadows practice track. Additional multi-family development is planned/approved for portions of the Bay Meadows race track.	Multifamily and mix-used projects have been developed as part of Bay Meadows Phase II, on the former Bay Meadows practice track. This program continues to maintain multifamily zoning in areas that are appropriate for multifamily land use.
2 Rezone for Multi-Family Housing when Appropriate	Permit reclassification to multi-family zoning when a property is zoned for commercial use or it is large enough to support self-contained housing, adequate on-site parking and usable open space, has good access to arterial streets and transit, maintains a reasonable buffer to single family zones, and constitutes a logical extension of multi-family development.	Any future requests for reclassifications to multi-family will be evaluated under the criteria listed in section 2 of this policy as part of the development review process for a specific project.	No reclassification applications have been applied for during the last reporting period.

## **H 2.10 Housing Densities**

1 Ensure Higher Density Residential Development in Appropriately Situated and Designed	During the development review process, condition higher density development located near transit to provide public benefits such as affordable housing, increased open space, public recreational facilities, or off-site infrastructure improvements. In addition, ensure that inappropriate densities are not permitted on lots of less than one-half acre.	Regulations to provide for greater density upon provision of public benefits and comprehensive multi-family guidelines have not yet been developed. Both the Measure H (1991) and Measure P (2004) voter initiatives established density ranges in the City. Since 2001, residential development has averaged 77% of the maximum permitted density, and over 80% since 2006. Project specific amenities are analyzed on a case by case basis during the public review process.	Due to staffing shortage, no standards have been developed as yet, so effectiveness cannot be analyzed.
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## **H 2.11 Senior Project Location**

1 Support Senior Housing Development	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 during project review and review of reclassification applications to the Senior Citizen Overlay district and Residential Care Facility Special Use Permits.	The City allows Senior Projects within multi-family and commercially zoned properties. The City continues to promote the development of senior housing through its use of the Senior Citizen Overlay District.	The City continues to promote the development of senior housing through its use of the Senior Citizen Overlay District.
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## **H 2.12 Mixed Use**

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1 Pursue Policies that Enable Mixed-Use Development	Permit the construction of housing or mixed-use projects in commercial areas. Encourage mixed-use development 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 42nd Avenue. Encourage mixed-use development with floor area and/or height bonuses in selected areas of the City.	Construction of mixed use buildings are permitted in all commercial zoning districts. Applicants developing in specific areas such as the El Camino Real Master Plan and San Mateo Corridor Plan areas are encouraged to develop mixed-use buildings.	The City adopted the Hillsdale Station Area Plan, which includes policies to encourage housing as part of mixed-use developments within Transit Oriented Development (TOD) designated areas. Applicants developing in specific areas within the areas covered by the El Camino Real Master Plan, San Mateo Corridor Plan, and Hillsdale Station Area Plan are encouraged to develop mixed-use buildings.
2 Publicize the Value of Mixed-Use Development	Publicize the advantages of constructing housing or mixed-use projects in commercial areas. Publicize the ability to locate residences in commercial areas.	Individual meetings with applicants and comments made by the Planning Commission during public hearings have publicized the desirability of mixed-use development. In addition, the El Camino Real Master Plan and Land Use Transportation Corridor Phase 1 Plan both include provisions encouraging the development of mixed-use projects. Station Park Green (under review), Polo Court (under review), Sunnybrae Townhomes (under review), Hines Development (approved).	As described above, projects within the El Camino Real Master Plan and Hillsdale Station Area Plan have helped to guide and publicize the benefits of mixed-use developments. This is in addition to the various community meetings and Planning Commission meetings where mixed-use development is encouraged.

## H 2.13 Transportation-Oriented Development (TOD)

1 Encourage TOD	Encourage compact, mixed-use, and denser housing development in locations near transit.	The San Mateo Rail Corridor Plan Transit-Oriented Development Plan was adopted by the City Council in 2005. This document and the subsequent specific plan and design guidelines have regulated development in the rezoned Transit Oriented Development (TOD) properties.	The Corridor Plan has been effective in encouraging development near transit and train stations. This is evident by the development of the former Bay Meadows rail track with the 18-block Bay Meadows Phase II development, which consists of a mix of uses including retail, office, single-family dwelling units and high density multifamily residential blocks.
2 Ensure Conformance to TOD Ordinances and Plans	Ensure that development proposals conform to the Transit Oriented Development Ordinance and the San Mateo Rail Corridor Transportation Oriented Development Plan.	A TOD ordinance was adopted in 2005 with the associated Corridor Plan, as described above.  2010: Hines project at Hwy 92 & Delaware in the TOD was approved in Aug 2010.  2011: There were 2 TOD projects approved this reporting period. Station Park Green received final planning approval in Jan 2011, and the Ordinance approving the Station Park Green Development Agreement was approved in Feb 2011. The 2000 S. Delaware project was approved in May 2011.	The ordinance and the Corridor Plan have been effective for encouraging development near transit and train stations.

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<b>H 2.14 The Homeless</b>				
1	Support Organizations to Prevent Homelessness	Continue existing support for organizations that seek to prevent homelessness including participation in the HOPE Program.	<p>City provides continuous representation and participation on the County Continuum of Care focusing on programs for prevention of homelessness and services to homeless families &amp; individuals. City actively participated in development of HOPE San Mateo County, the 10-year plan to end homelessness completed in 2006. The HOT Program (Housing Outreach Team) started as a first year pilot project in 2006 focused on developing a Housing First model for chronically homeless persons in Downtown San Mateo. 2010 was the first full year of operation and the 16 units of permanent supportive housing at The Vendome have had little turnover while continuing to house some of the most chronic formerly homeless individuals. It has proven to be a pilot program that is being duplicated by other jurisdictions who are implementing HOT programs in their communities throughout the County.</p> <p>The City contributes a 'fair share' payment for operation of Safe Harbour, the regional emergency homeless shelter for individuals and provides grants to Shelter Network for operation of First Step for Families, a family focused emergency shelter program.</p>	
2	Permit Emergency Shelters By-Right	Allow emergency shelters as a permitted uses subject only to the same standards as other allowable uses in Regional/Community Commercial land use categories consistent with the provisions of SB2. By July 1, 2010, amend the City's Zoning Ordinance to allow emergency shelters as permitted uses in the C2 and C3 zoning districts (Regional/Community Commercial land use categories).	Zoning Code was amended in 2009 to allow emergency shelters in C2 and C3 Districts as a permitted use. Emergency shelters were also made a permitted use for religious institutions located in residential zoned areas.	No new requests for emergency shelters were received during this program period. City will continue to permit by-right shelters in the future.
<b>H 2.15 Open Choice</b>				
1	Work to Eliminate Housing Discrimination	Continue implementation of the Fair Housing Resolution, affirmative marketing of city-subsidized housing projects, and providing available funds to nonprofit organizations that monitor and address housing discrimination.	The City contracts with Project Sentinel to provide Fair Housing services, monitoring and investigation. All housing related projects or services funded by the City include affirmative marketing guidelines and are monitored on a regular basis. City completed an Analysis of Impediments for Fair Housing in 2013.	City will continue to provide funding to a Fair Housing agency on an ongoing basis with its CDBG funds.
<b>H 2.16 Special Needs Groups</b>				

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1 Support Programs to Accommodate Special Needs Groups	Continue supporting programs designed to accommodate special needs groups, such as rehabilitation loans, minor home repair, purchase of land for new housing, Section 8 rental assistance, shared housing, and first- and last-months rent program.	<p>2009: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations.</p> <p>2010: The City provided financial assistance to six programs that provided housing and/or related services to a variety of special needs populations.</p> <p>2011: The City provided financial assistance to seven nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations.</p> <p>2012: The City provided financial assistance to eight nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations.</p> <p>2013: The City provided financial assistance to four nonprofit organizations that provided housing, rental assistance and/or housing related services to a variety of special needs populations due to funding cuts.</p>	City will attempt to continue to financially assist these types of agencies as funding allows. Loss of Redevelopment funds resulted in a 50% loss of organizations funded in 2013, which is likely to continue into the next Housing Element program period.
2 Ensure Reasonable Accommodation for People with Disabilities	By January 2011, complete an evaluation of government constraints to the development and rehabilitation of housing for people with disabilities, and codify a formal reasonable accommodation procedure to eliminate constraints.	Reasonable Accommodation Policy to be approved by City Council in 2014.	Reasonable Accommodation Policy is scheduled for adoption June, 2014.

### **H 3.1 Sustainable Housing Development**

1 Adopt a Green Building Ordinance	By January 2010, adopt a Green Building Ordinance to ensure that single family and multi-family housing is developed in a sustainable manner.	COMPLETE: The Green Building Ordinance was adopted by the City Council on November 5, 2009 and implementation began on January 1, 2010.	The California Green Building Standards Code (CALGreen Code) replaces the City's Green Building Ordinance, which was rescinded effective January 1, 2014. This policy will be removed from Housing Element 2014-2022, as all projects are required to comply with the state code.
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### **H 4.1 Energy and Water Efficiency**

1 Conduct a Pilot Energy and Water Efficiency Program	In order to develop a long term program to encourage energy and water efficiency retrofits, design and implement a pilot program in the North Shoreview neighborhood to evaluate the condition of existing housing stock and consider possible program design and incentives. Conduct and evaluate the results of a neighborhood survey by June 2009 in preparation for launching the pilot program by January 2010.	COMPLETE: 2009: As part of the pilot, a door to door energy efficiency survey was conducted in the North Shoreview neighborhood in March 2009 with over 40 volunteers and obtaining 115 responses. As incentive, there were 5 energy audits donated as a drawing for participating households. This marked the achievement of this goal.	Program provided education and outreach about available incentives to homeowners in the pilot neighborhood. This program will not be duplicated in future.
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**Housing Element 4th Cycle Programs MATRIX**  
**(A Review of 2007-2014 Housing Element Implementing Programs)**

Housing Element Program Name/Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
2 Launch a Citywide Energy and Water Efficiency Program	Design a survey instrument to evaluate the condition of existing housing stock Citywide, conduct survey, and evaluate results by January 2010. Based on the survey and pilot project, design and launch an expanded citywide energy and water efficiency retrofit program by June 2010.	<p>2009: Developed a marketing plan to promote energy retrofits within existing City Home Repair programs. City signed letters of intent to participate in countywide programs to apply for State Energy Program Grants for energy retrofit program design and municipal bond funding for building retrofits.</p> <p>2010: Home Energy House Call Program was designed and a request for proposals was issued to provide house calls to residents to review energy &amp; water usage and install efficiency devices such as fluorescent light bulbs, low flow shower heads, etc. Program to be implemented in Summer 2011.</p> <p>2011: Rising Sun Energy Center was able to provide 385 house calls to residents and hire and train 9 San Mateo youth to perform the house calls during summer 2011. This was accomplished utilizing their California Youth Energy Services program, whose participants far exceeded their original goal of 200 homes. 68% of the households served were low-moderate income.</p> <p>2012: Since 2009, The City has funded energy retrofits to 13 single family homes through its housing rehabilitation loan program.</p>	<p>City had one-time energy block grant funding to sponsor the California Youth Energy Services program for one year. City will continue to look for financial resources to continue program in the future. City will continue to incentive programs provided by outside agencies and assist in marketing those programs citywide. City is also forming a Sustainability Commission which will provide further priorities for program direction in the future.</p>