

Please Start Here

General Information	
Jurisdiction Name	San Mateo
Reporting Calendar Year	2023
Contact Information	
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Title	Associate Planner
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City	San Mateo
Zipcode	94403

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

**Optional:** This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

**Optional:** Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

**Optional:** This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Submittal Instructions

**Please save your file as Jurisdictionname2022 (no spaces).** Example: the city of San Luis Obispo would save their file as SanLuisObispo2022

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov).*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and to OPR at [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov). Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	San Mateo	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	25
Low	Deed Restricted	0
	Non-Deed Restricted	24
Moderate	Deed Restricted	0
	Non-Deed Restricted	25
Above Moderate		24
Total Units		98

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

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	1	11	3
2 to 4 units per structure	0	4	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	4	83	64
Mobile/Manufactured Home	0	0	55
Total	5	98	122

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	93	96
Not Indicated as Infill	2	2

Housing Applications Summary	
Total Housing Applications Submitted:	11
Number of Proposed Units in All Applications Received:	184
Total Housing Units Approved:	64
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	2	2
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	0	0
Discretionary	11	184

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	3
Number of Units in Applications Submitted Requesting a Density Bonus	126
Number of Projects Permitted with a Density Bonus	2
Number of Units in Projects Permitted with a Density Bonus	2

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	53
Sites Rezoned to Accommodate the RHNA	0

Cells in grey contain auto-calculation formulas

Jurisdiction	San Mateo	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

Table A  
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1					2	3	4	5							6	7	8	9	10		11	12	13
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions requested pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below								17	2	1	2	0	2	160	184	64	0						
NA	034-181-160	435 E. 3rd Ave.	435 E. 3rd Ave., SPAR + SDPA	PA-2021-081	5+	R	2/3/2023	0	0	1	0	0	0	4	5	5	0	NONE	Yes	Yes	Approved	Discretionary	New mixed-use building with 5 residential units and 33,876 square feet of office uses with no on-site parking. (Net new 5 units)
NA	040-112-180	3601 Martin Dr.	3601 Martin Dr., SFDDR	PA-2022-075	ADU	R	2/14/2023	0	1	0	0	0	0	1	2	2	0	NONE	No	N/A	Approved	Discretionary	Demolition of an existing single-family residence and construction of a new single-family residence with an attached ADU and an attached two-car garage. ADU is ministerial. Work on SFD triggered discretionary review; applicant opted to include ADU in this application. (Net new 1 unit)
NA	034-295-310	150 15th Ave.	150 15th Ave., ADUDR	PA-2022-084	ADU	R	2/17/2023	0	1	0	0	0	0	0	1	1	0	NONE	No	N/A	Approved	Discretionary	Discretionary review to convert an existing accessory structure into an ADU and to allow additions with a zero-setback along the rear property line where 4-feet is required. (Net new 1 unit)
NA	032-033-030	635 Costa Rica Ave.	635 Costa Rica Ave., SUP + SFDDR	PA-2022-055	ADU	R	3/24/2023	0	0	0	1	0	0	1	2	2	0	NONE	No	N/A	Approved	Discretionary	Demolition of an existing single family residence and construction of a new two-story single family residence with a detached ADU. ADU is ministerial. Work on SFD triggered discretionary review; applicant opted to include ADU in this application. (Net new 1 unit)
NA	034-294-120	125 15th Ave.	125 15th Ave., SUP + SFDDR	PA-2021-049	SFD	R	3/31/2023	0	0	0	1	0	0	1	2	2	0	NONE	No	N/A	Approved	Discretionary	Demolition of an existing single family residence and construction of a new two-story single family residence and conversion of an existing detached garage into an ADU with an attached one-car garage. ADU is ministerial. Work on SFD triggered discretionary review; applicant opted to include ADU in this application. (Net new 1 unit)
NA	032-333-120	2 S. Delaware St.	2 S. Delaware St., SPAR	PA-2022-079	ADU	R	4/6/2023	0	0	0	0	0	1	0	1	1	0	NONE	No	N/A	Approved	Discretionary	Exterior alterations to an existing residence qualifying as an Individually Eligible historical resource. Project includes legalization and expansion of existing basement to a JADU. JADU is ministerial. Work on SFD triggered discretionary review, applicant opted to include JADU in this application. (Net new 1 unit)
NA	032-133-310	864 N. Claremont St.	864 N. Claremont St., SUP + SFDDR + SPAR	PA-2022-090	ADU	R	5/23/2023	0	0	0	0	0	1	0	1	1	0	NONE	No	N/A	Approved	Discretionary	Substantial removal (not demolition) and reconstruction of a single-family residence, including a ground floor addition with a legal nonconforming side yard setback. The project also includes an attached ADU. ADU is ministerial. Work on SFD triggered discretionary review, applicant opted to include ADU in this application. (Net new 1 unit)
NA	039-372-080	2659 Garfield St.	2659 Garfield St., SFDDR	PA-2023-014	SFD	O	7/28/2023	0	0	0	0	0	0	1	1	1	0	NONE	Yes	Yes	Approved	Discretionary	Construction of a new two-story single family residence and convesion of the existing residence into an ADU. ADU is ministerial. Work of a new SFD triggered discretionary review; applicant opted to include ADU conversion in application. (Net new 1 unit)
Two parcels proposed to be merged; new APN not yet available.	034-194-030 and 034-194-140	616 S. B St.	616 S. B St., Nazareth Vista SPAR+SDPA	PA-2022-037	5+	R	11/17/2023	5	0	0	0	0	0	43	48	48	0	NONE	No	N/A	Approved	Discretionary	Demolition of existing commercial structures to construct a new five-story mixed-use building consisting of 48 residential units and approximately 7,000 sq. ft. of commercial uses on the ground floor. Project includes a Tentative Parcel Map to merge two lots. New APNs not available at this time. (Net new 48 units)
NA	034-366-100	1238 Quince St.	1238 Quince St., SUP + SFDDR	PA-2023-037	ADU	R	11/17/2023	0	0	0	0	0	0	1	1	1	0	NONE	No	N/A	Approved	Discretionary	Substantial removal (not demolition) of a single-family residence with a second-story addition. The project also includes conversion of the existing detached garage into an ADU. ADU is ministerial. Work on SFD triggered discretionary review; applicant opted to include ADU in this application. (Net new 1 unit)
NA	033-281-130	477 9th Ave.	477 9th Ave., SUP + SPAR + SDPA	PA-2022-047	5+	R	11/17/2023	12	0	0	0	0	0	108	120	0	0	NONE	Yes	Yes	Pending	Discretionary	Demolition of an existing office to construct a new five-story mixed-use building consisting of 120 residential units and approximately 29,207 sq. ft. of office uses. (Net new 120 units) Project approval is pending due to an appeal that was filed by the public on 12/21/23, regarding the project's proposed tree removal. The project was approved on 2/20/24 following the City Council's denial of the appeal and upholding the previous approval.

San Mateo	
2023	(Jan. 1 - Dec. 31)
6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

Note: "+" indicates an optional field

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier				Unit Types		Affordability by Household Income - Completed Entitlement										Affordability by Household Income - Building Permits										Affordability by Household Income - Certificates of Occupancy										Streamlining		MFR		Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		Term of Affordability or Deed Restriction		Demolished/Destroyed Units		Density Bonus		Notes																																																																																																
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25																																																																																																																										
Current APN	Street Address	Project Name	Local Agency Tracking ID	Unit Category (SFR, MFR, C, J, A, O, U, B, R, H, S, P, D, O, I, F, E, T, L, M, N, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UU, UV, UW, UX, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ	Unit Category (SFR, MFR, C, J, A, O, U, B, R, H, S, P, D, O, I, F, E, T, L, M, N, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, 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TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UU, UV, UW, UX, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ	Very Low-Income Deed Restricted	Very Low-Income Deed Restricted	Low-Income Deed Restricted	Low-Income Deed Restricted	Low-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed 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Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Deed Restricted</

Jurisdiction	San Mateo	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1,777	-	-	-	-	-	-	-	-	-	-	25	1,752
	Non-Deed Restricted		1	24	-	-	-	-	-	-	-	-		
Low	Deed Restricted	1,023	-	-	-	-	-	-	-	-	-	-	37	986
	Non-Deed Restricted		13	24	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	1,175	-	-	-	-	-	-	-	-	-	-	45	1,130
	Non-Deed Restricted		25	20	-	-	-	-	-	-	-	-		
Above Moderate		3,040	10	24	-	-	-	-	-	-	-	-	34	3,006
Total RHNA		7,015												
Total Units			49	92	-	-	-	-	-	-	-	-	141	6,874
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		889		-	-	-	-	-	-	-	-	-	-	889

\*Extremely low-income housng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).





ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	San Mateo		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H1.1 Monitor Regional Housing Needs Allocation and Pipeline projects	a) Provide an annual report on housing production to the City Council each March, prior to submittal of the Annual Progress Report to HCD by April 1st. The report will include an assessment on the City's RHNA progress and, as needed, identify additional sites to ensure ongoing compliance with "no net loss" provisions of State law. b) Conduct a mid-cycle review of realistic capacity projections and pipeline project housing production to ensure outcomes are aligned with projections. Update sites inventory to include additional sites to ensure ongoing compliance with "no net loss" provisions of State law.	a) 2023 – 2031 (Annually) b) 2027 (Mid-cycle review)	a) The City continues to enforce the provisions of No Net Loss law through the planning application process. Projects are required to propose a net increase of units through redevelopment and provide replacement of any deed restricted low-income units. b) By 2027, additional sites for housing redevelopment will be identified, as necessary, to ensure that the City meets its share of RHNA requirements.
H1.2 Utilize Public Funding and Properties for New Affordable Housing	a) Continue to set aside 20% of general fund property tax revenues from former RDA areas (aka "Boomerang Funds"), as well as the Affordable Housing Commercial Linkage Fee Fund to use for affordable housing development, prioritizing funding allocation to projects that include units for extremely low income (ELI) households. b) Identify ways to create a stand-alone Housing Trust Fund using available funding sources and utilizing that fund to leverage new funding sources, including the Bay Area Housing Finance Authority (BAHC) and the Bay Area Preservation Pilot (BAPP). c) Prioritize available local housing funds to assist in the production of at least 543 below market rate units by 2031, including within the study areas of the General Plan that allow high-density housing by holding developer roundtable meetings at least once per year. Encourage developers to include ELI units in their projects. d) Support development of 71 units of affordable housing on the City owned parking lot at 4th and Railroad as part of the public-private partnership (Bespoke project). i. Development team has been selected as part of an RFP process, an Exclusive Negotiating Agreement (ENA) has been executed with the developer, and the project's pre-application review has been completed. ii. Complete the Planning Application Process for the project within 18 months of Housing Element adoption. iii. Facilitate permitting and project construction during the planning period. e) Support affordable housing development, including ELI units, on the City owned property at 4142 S. El Camino Real. i. Complete site analysis within 24 months of Housing Element adoption. ii. Issue RFP within 48 months of Housing Element	a) 2023 – 2031 (Ongoing) b) 2025 c) 2023 – 2031 (Ongoing) d) 2024 e) 2023 – 2031 (Ongoing)	a) The City continues to set aside 20% of general fund property tax revenues from former RDA areas in a dedicated housing fund to support affordable housing production, with a prioritization for ELI households. b) The City will explore ways to create a standalone housing trust fund in 2025 c) Construction of a new 225 unit affordable project (Kiku Crossing) is nearing completion. A new supportive housing project (New Beginnings) with 4-6 new ELI units set-aside for transition aged youth was identified for PLHA funding, with entitlement planned in 2024. d) Application review of a 71 unit affordable project (Bespoke) in partnership with a private affordable housing developer on City owned land at 4th and Railroad Ave. continues. The project includes 71 BMR units with 3 studio units, 24 1-bedroom units, 22 2-bedroom units, and 22 3-bedroom units, that will be affordable to LI and VLI households. e) The City will begin exploring options for producing new affordable housing units on the property at 4142 S El Camino Real in 2025.
H1.3 Increase Affordable Housing Production	a) Amend the Affordable Housing Ordinance (SMMC Chapter 27.16.050) and Inclusionary Housing Policy to allow for alternative compliance options to onsite inclusionary unit development within one year of Housing Element adoption. b) Adopt an updated Density Bonus/Community Benefits program that provides additional incentives and/or streamlining options for housing projects that provide additional affordable units or the most needed unit types beyond minimum state requirements. Both of these actions would include an assessment of applicable state law to ensure that the City meets or exceeds all requirements. c) Target ELI populations to the extent feasible.	a) 2024 b) 2025	a) In 2023, the City initiated research with a consultant to analyze economic feasibility to incentivize affordable housing production in large projects. b) The City anticipates presenting policy options and recommendations to City Council in 2024, which would be on track for the 2025 implementation target. c) Ongoing as part of overall research and policy recommendation.
H1.4 Support Increased Accessory Dwelling Unit Development	a) Amend the City's ADU Ordinance (SMMC Chapter 27.19) to align with current State law and to resolve any inconsistencies identified by HCD. b) Maintain and expand the ADU information and resources available to home owners and applicants provided on the City's website. c) Collaborate with 21 Elements and other jurisdictions in San Mateo County to find ways to enhance available ADU resources, establish uniform standards and requirements, and effective ways to monitor ADU affordability. d) Monitor ADU occupancy and rent levels to verify that affordability allocations. Tools to monitor will include, but are not limited to, collaboration with 21 Elements or ABAG to develop a uniform approach to tracking ADU affordability countywide, and surveying ADU applicants during the building permit review process to understand intended use, occupancy and rent charged. e) Continue to offer flat fees for ADU building permits, and review ADU permit fees every 2-3 years. If fees are found to be a barrier to ADU production, the City will make reductions as necessary to reduce cost barriers. f) Provide an annual report on ADU permitting data to verify that Housing Element production targets are being achieved. If ADU production targets are not achieved for two consecutive years, then, within six months, pursue additional actions, including fee reductions, increased homeowner resources and assistance, funding assistance, identifying additional sites and/or code amendments, to incentivize ADU production	a) 2024 b) 2023 – 2031 (Ongoing) c) 2023 – 2031 (Ongoing) d) 2023 - 2031 (Ongoing) e) 2023 – 2031 (Ongoing) f) 2023 – 2031 (Annually)	a) Staff continues to review state law to ensure that the City' ADU Ordinance is in compliance. To-date, HCD has not identified any inconsistencies or compliance issues with the City's ADU Ordinance. b) The City maintains an ADU resource website that provides current handouts and guidance on the City of San Mateo ADU regulations. c) Through 21 Elements, the City has joined with a County-wide effort to establish an ADU center to support additional ADU construction and monitor affordability. d) Work to be completed by the ADU Center includes development of best practices and approaches for monitoring ADU occupancy and rent levels, pre-reviewed plan and templates, and other tools and resources for property owners interested in building an ADU. e) The City currently offers flat fees for ADU building permits at a rate that is comparable with other jurisdictions in San Mateo County. f) In 2023, the City issued permits for 83 new ADUs and issued certificates of occupancy (finaled) for 50 new ADUs, which is well-above the Housing Element's production target 55 permits issued per year.



Table D			
Program Implementation Status pursuant to GC Section 65583			
<div>Housing Programs Progress Report</div> <div>Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.</div>			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H1.5 Encourage Family Housing	a) Present options to City Council for requiring a minimum percentage of three-bedroom units in City subsidized projects; b) Present options to City Council for requiring a minimum percentage of family-sized units in private development projects as part of the Inclusionary Policy update. c) Should such policy recommendations not materialize into code amendments, explore alternative methods to promote family sized units through the community benefits program.	a) 2025 b) 2025 c) 2025	a) In 2023, the City initiated research with a consultant to evaluate demand and promote more inclusionary family housing (two- and three-bedroom affordable housing units). In addition, the 71-unit affordable housing project, Bespoke, will include 22 2-bedroom units and 22 3-bedroom units for family housing. b) The City anticipates presenting policy options and recommendations to City Council in 2024. c) Pending above efforts
H1.6 Streamline Housing Application Review	a) Update the City Council resolutions that establish the pre-application and development review processes to eliminate the pre-application requirement for housing projects and eliminate the third-party design review requirement for housing projects that meet objective standards. b) Amend the Zoning Code to allow residential projects with up to 25 units to be approved administratively. c) Update permit application submittal requirements. d) Develop Zoning Code amendments to align City requirements with SB 330 and make a recommendation to the City Council.	a) 2024 b) 2023 c) 2023-2031 (Ongoing) d) 2025	a) In 2024, the City will streamline the development review process by removing the pre-application and third-party design review requirements through an updated resolution with City Council. b) In 2023, the City adopted code amendments to allow Zoning Administrator approval for housing projects up to 25 units, subject to Objective Design Standards. c) Efforts to further streamline and update the permit application submittal requirements are ongoing. d) By 2025, the City will adopt code amendments that are consistent with SB 330.
H1.7 Update Zoning Code Standards to Support Housing Production	a) Evaluate the standards and requirements in all zone districts that allow for multi-family residential and amend the Zoning Code as needed to reduce or eliminate constraints to housing construction. Specifically: 1) exclude covered parking and other elements as needed from Floor Area Ratio (FAR) calculation for housing projects with affordable units, 2) specify where Single-Room Occupancy (SRO) units are permitted consistent with government Code 65583(c)(1), and 3) specify that Manufactured Homes that are built on a permanent foundation are subject to the same zoning requirements and development standards as single-family homes. b) Amend the Zoning Code to reduce off-street parking requirements for residential units (SMMC Chapter 27.64) as follows: Studio and 1 Bedroom units to 1 space, 2 Bedrooms and above to 1.5 spaces; and for projects within ½ mile of transit, consistent with AB2097, no off-street parking shall be required. As part of this amendment, staff will review all other parking related requirements and make recommendations to reduce or eliminate any other parking related requirements identified as a constraint. c) Amend the Zoning Code to make residential uses, which currently require a special use permit, a permitted use in the C1, C2, C3, E1 and E2 districts for non-R Overlay areas. d) Rezone sites with quasi-public uses such as schools, churches, and other facilities of an educational, religious, charitable, or philanthropic nature, to “Quasi-Public,” following completion of the General Plan Update and allow for a variety of housing types such as duplexes to multi-family as permitted uses in this zone district. e) Evaluate the feasibility of an affordable housing quasi-public overlay or code amendment to support the production of affordable housing on quasi-public sites, such as religious	a) 2025 b) 2025 c) 2024 d) 2025 e) 2026	a) Comprehensive code amendments are planned in 2025 to remove constraints and to encourage a variety of housing project types. b) In 2024, the City plans to amend the Zoning Code to reduce off-street parking requirements for residential uses. c) In 2024, the City will initiate comprehensive code amendments to permit residential uses for all Commercial and Executive Office zones in non-R overlay areas. This removes the requirement for a special use permit. d) In 2025, the City will initiate rezoning Citywide to include a “Quasi-Public” zone. e) The City will also conduct a feasibility study for an affordable housing quasi-public overlay in 2026.
H1.8 Adopt Objective Design Standards	Adopt Objective Design Standards for multi-family residential projects and mixed-use projects with a residential component.	2023	On November 20, 2023, the City adopted ODS and associated code amendments to streamline eligible small-scale housing projects. Code amendments include Zoning Administrator approval for housing projects up to 25 units, subject to ODS.
H1.9 Establish Minimum Densities for Mixed-Use Projects	a) Amend the Zoning Code to require that properties designated for mixed-uses, in the Sites Inventory List, allow 100 percent residential use and require that residential use occupy 50 percent or more of the total floor area of a mixed-use project consistent with Government Code Section 65583(h), and establish a minimum residential density for mixed-use projects elsewhere in the City that include a residential component. b) Study and present to City Council options for requiring a residential component in all mixed-use projects in certain zones or areas.	a) 2024 b) 2024	a) In 2023, the City initiated policy work with a consultant to evaluate minimum residential density requirements for large commercial mixed-use project. b) The City anticipates presenting policy options and recommendations to City Council in 2024.
H1.10 Establish By-Right Housing Designation for Prior Housing Sites	Amend the Zoning Code to establish a By-Right designation for housing sites reused from prior Housing Elements for housing projects that propose a minimum of 20% affordable units. Zoning for these sites must be at least 30 units/acre to meet default density requirements for lower-income households per Gov. Code Section 65583.2(c).	2024	Staff has started mapping and developing the Ordinance language to meet this statutory requirement, and anticipates adoption in the first half of 2024 to amend the Zoning Code and establish a By-Right designation for housing sites identified in prior Housing Elements proposing a minimum of 20% affordable housing units.
H1.11 Implement the SB 9 Ordinance	Continue to implement Zoning Code Chapter 27.21 (Two-Unit Development Residential Overlay District), adopted in September 2022, which facilitates the provisions of SB 9 in single-family districts (R1).	2023 – 2031 (Ongoing)	On October 3, 2022, the City adopted a local Two-Unit Development Overlay District Ordinance (SMMC 27.21) to implement the provisions of SB 9. The City approved one SB 9 application for a lot split in 2022 that was issued building permits in 2023. One application is currently under review in 2024.
H1.12 Encourage Development of Missing Middle Housing	a) Evaluate residential zoning districts that have sites with potential for Missing Middle Housing (R2, R3 and R4 zones) and identify development standards that create barriers for small-scale development, including minimum lot size, setbacks, floor area ratio, parking, and open space requirements, and amend the Zoning Code to remove any constraints, and maximize developable area, and increase capacity. b) Research and evaluate policies and code amendments to allow for Missing Middle housing under SB 10 and schedule for City Council consideration and adoption.	a) 2026 b) 2026	a) Effective January 3, 2024, streamlined review is available for small-scale housing projects up to 25 units and subject to ODS (Policy H1.8), through administrative review and approval without the need for public hearings. By 2026, staff will evaluate the identified residential zoning districts that have potential for Missing Middle Housing through a comprehensive code amendment effort. b) In 2024, the City began researching SB 10 and will present an introduction of the bill to City Council for feedback and direction.

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1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H1.13 Update Special Needs Group Housing Requirements	a) Review and amend the Zoning Code to allow group homes and residential care facilities for persons with special needs, including those who are ELI, in all residential zones, only subject to those objective standards that apply to other residential uses of the same type in the same zone in conformance with state law. b) Review and amend the Zoning Code definition for family, and other related regulations, to ensure consistency with State and Federal fair housing laws related to persons with disabilities. This effort may also include consideration of new definitions such as single-unit and multi-unit dwellings to accommodate various housing situations. c) Study best practices and develop a universal design ordinance that may better address housing needs for persons with disabilities.	a) 2025 b) 2025 c) 2027	a) This program will be implemented in 2025. b) Staff will begin researching code best practices for consistency with Fair Housing Requirements and propose code amendments in 2025. c) Staff will research and develop a universal design ordinance for housing for persons with disabilities in 2027.
H1.14 Update Supportive Housing Requirements	Amend the Zoning Code to be consistent with AB 2162 to allow by-right 100% affordable housing that has 25% or 12 units of permanent supportive housing, where multi-family or mixed-use housing is permitted.	2024	Staff is developing several ordinances and amendments associated with the program, with a target to implement in 2024.
H1.15 Update Mobile Home Parks Requirements	Amend the Zoning Code to allow mobile home parks as a special use in all residential zones to be consistent with Government Code Section 65852.7	2025	This program will begin implementation in 2025.
H1.16 Update Farmworker Housing Requirements	Amend the Zoning Code to define and allow farmworker housing within the Agricultural District consistent with Government Code Section 17021.6. The City will comply with Health and Safety Code section 17021.5.	2025	This program will begin implementation in 2025.
H1.17 Permitting and Development Fee Review	a) Study cumulative permit fee costs for new housing development of various sizes and use information to identify opportunities to reduce per unit permitting costs; with fee reductions for small multi-family projects being prioritized. Present findings to the City Council with recommendations for adoption. b) Conduct a comprehensive review and update of the fee schedule every 5-6 years, with a focus on evaluating and adjusting fees with potential barriers to housing production. Next review will be conducted in 2027 (last fee study completed in 2021).	a) 2025 b) 2027 (Ongoing)	a) Staff has been researching cumulative permit fee costs for new housing developments of various sizes and significantly reduced permitting costs for projects up to 25 housing units by allowing staff level review and approval. This advanced work will support implementation in 2025. b) The City anticipates initiating its next comprehensive fee study in 2025/2026, ahead of the 2027 target.
H1.18 Increase Senior Housing Production	Evaluate code amendments and/or policies to encourage and support the development of senior housing, especially senior housing that serves the ELI and lower income senior households, including through shared housing arrangements, community care facilities, supportive housing, and assisted living for seniors, and make a recommendation to the City Council.	2028	This program will begin implementation in 2027.
H1.19 Ensure Adequate Water Supply for the Development of New Housing	a) Upon adoption of the Housing Element, provide a copy of the Element to California Water Company, Estero Municipal Improvement District, and San Mateo Public Works Dept, for greater awareness of affordable housing priorities and collaboration, in compliance with AB 1087. b) Support efforts by Cal Water and EMID to expand their water supplies with new water sources and develop water efficiency and conservation methods to offset demand from new development projects. c) Pursuant to AB 1087, work with Cal Water and EMID to establish a procedure to prioritize water allocation for developments that include units set aside as affordable housing for lower income households, including affordable housing within larger, mixed-use developments and larger residential subdivisions d) Establish a written procedure for the City to grant priority sewer service to developments with units that are affordable to lower-income households.	a) 2023 b) 2023 – 2031 (Ongoing) c) 2023 d) 2023	a) After the updated Housing Element is adopted in 2024, a copy of the Housing Element will be shared with the California Water Company (Cal Water), Estero Municipal Improvement District (EMID), and the City's Public Works Department. b) The Public Services and Facilities Element in the City's General Plan 2040 includes 11 policies and actions that support coordination with the City's water providers to increase supply capacity, improve water efficiency in new development and increase local conservation efforts. Implementation of these policies and actions is ongoing. c) The City continues to engage with Cal Water and EMID to ensure that housing projects are prioritized for water service allocations, with ongoing efforts to formalize the process. d) There are currently no limitations on available sewer service capacity and all housing projects have been able to obtain sewer service as requested. A formal procedure for prioritizing sewer service for housing projects will be completed in late 2024.
H1.20 Adopt San Mateo General Plan 2040	a) Complete the General Plan 2040 Update (GPU) process and present to the City Council for adoption. The City is committed to adopting a General Plan that will create capacity for at least 10,000 new housing units and will increase the base densities in the 10 Study Areas by at least 25 du/ac and height limits by at least two stories. b) Commence with rezoning Citywide, in phases, to implement the land use map following GPU adoption. c) The GPU public outreach and engagement process will include information on Measure Y and how it creates a constraint on housing production. d) The City will place an updated Measure Y ballot initiative to allow for the increased heights and densities in the adopted General Plan on the November 2024 election. If the Measure Y ballot initiative does not pass in November 2024, present alternative plans within six months to the City Council, including a plan for rezoning, to address the housing production constraint of Measure Y with an emphasis on higher densities in high/highest resource areas and to add at least 1,700 units of new capacity around the City, thereby increasing the City's RHNA buffer by at least 25%.	a) 2024 b) 2025 - 2026 c) 2023 - 2024 d) November 2024 e) May 2025, if needed	a) In summer/fall 2023, following publication of the Draft General Plan Update (GPU), the City conducted an extensive community outreach and engagement effort to gather community input, and culminated with four City Council meetings to provide final direction on the Draft GPU. The Final General Plan was published in January 2024 with City Council adoption hearings scheduled for March 2024. The GPU includes a land use map that increases housing capacity by approximately 19,700 new units by 2040, increases base densities to up to 130 du/ac and increases heights up to eight stories. b) This program will begin implementation in 2025. c) In addition to the extensive community outreach and engagement effort in summer/fall 2023, the City conducted a statistically valid survey of likely voters to understand voter opinion on different building heights (8, 10 and 12) that should be included in the GPU to help build community awareness and consensus around the issue, and the results were presented to the public and City Council on October 30, 2023. Staff also created a public handout discussing Measure Y and the 2040 GPU's proposed density and height limits, which is available on <a href="http://www.StriveSanMateo.org">www.StriveSanMateo.org</a> . d) Following GPU adoption in March, the City will begin work on a ballot initiative to amend Measure Y, with a target to adopt a resolution in summer 2024 so that the initiative can be placed on the ballot in the November 2024 election. e) This program will be implemented, if needed, in 2025.
H2.1 Fund Housing Rehabilitation Efforts	a) Complete annual goals of 10 minor home repairs and 14 accessibility modifications through grants for lower-income residents, targeting ELI households where appropriate. b) Provide home rehabilitation loans for lower-income residents up to a total of approximately \$500,000 available. c) Affirmatively market the availability of these funds to both homeowners and renters to increase awareness. Marketing efforts include translating flyers into Spanish and distributing flyers to various locations throughout the City, including libraries, senior and community centers and non-profit agencies. Outreach will be conducted biannually.	2023 - 2031 (Annually, by June 30)	In 2023: 10 minor home repairs projects were completed and 2 home rehabilitation projects are actively ongoing.



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1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H2.2 Support Retention of Existing Lower Income Units	a) Bridgepointe Condominiums affordability requirements for 59 affordable units expire in 2027, out of which 24 are very low-income units (35 are at 120% AMI). Belmont Building affordability requirements for 6 units expire in 2032. The rental property is owned by a for-profit entity, potential for loss of units is high. b) Proactively coordinate with owners to preserve the 24 very low-income units as affordable, including identifying potential funding sources, advertise conversion units to non-profits, conduct tenant outreach and education, add a displacement preference for new affordable housing for people displaced, including those displaced as a result of conversion. Outreach and negotiate with owners for affordability extensions. Provide noticing to tenants and affected public entities in accordance with Gov. Code, § 65863.10, 65863.11, and 65863.13	a) 2026 (Bridgepointe Condominiums) b) 2031 (Belmont Building)	a) The Bridgepointe Condominiums were identified as a priority to address. Their affordability requirements for 24 low-income units will expire in 2027. Options such as using funding sources to purchase or advertising conversion units to non-profits are being explored. b) Belmont Building affordability requirements for 6 low-income units expire in 2032. Staff will proactively reach out to owners to extend affordability and mitigate displacement.
H2.3 Increase Energy and Water Efficiency in Existing Units	a) Complete seven weatherization upgrades through grants for lower-income residents annually, targeting ELI households when appropriate. b) Implement energy-efficiency and electrification strategies identified in the City's Climate Action Plan through updates to the City's Reach Codes as part of the building permit review process. Outreach will be conducted biannually.	a) 2023 - 2031 (Annually, by June 30) b) Reach codes are updated every three years.	a) In 2023: Zero weatherization upgrades were completed. Staff is searching for a new non-profit partner for weatherization upgrades as the previous partner has dropped the service. b) The City's updated Reach Codes went into effect, requiring any remodel projects to include energy and water efficiency measures.
H2.4 Implement Capital Improvements in Lower-Resourced Neighborhoods	a) Use available CDBG funds to make CIP improvements in identified Equity Priority Neighborhoods (including North Central and North Shoreview neighborhoods). Potential improvements may include: street work, crosswalk implementation, ADA ramp installation, striping, sidewalk improvements, traffic signal replacement, and other pedestrian/bicycle enhancements. Allocate available CDBG funds on an annual basis. b) Implement Bike Master Plan and Pedestrian Master Plan through capital improvements in Equity Priority Neighborhoods. c) Conduct proactive public outreach to identify and prioritize capital improvements that best align with a neighborhood's most critical needs. d) Apply for funding biannually, consistent with CIP efforts and CDBG to pursue at least eight improvement projects over eight years in Equity Priority Areas.	2023 - 2031 (Annually)	a) In 2023: Street repair and pedestrian safety projects were completed in the lower resource neighborhoods of North Central and North Shoreview. b) The City continues to implement the Bike Master Plan and Pedestrian Master Plan through capital improvements through the Public Works Department. c) The City conducts annual public outreach through the Public Works Department and through the Housing Division Community Needs Hearing to identify critical neighborhood needs. d) The City continues to use CDBG funding and other sources to complete CIP improvement projects in Equity Priority Areas.
H2.5 Promote Housing Resilience	Provide Flood Improvements for the North Shoreview neighborhood through the levee project with Public Works.	2023	The North Shoreview levee project was completed by the Department of Public Works on June 28, 2023.
H2.6 Require Replacement Units	a) Conduct a study to determine whether the City should update the zoning ordinance and other policies to permanently require replacement of units (beyond Housing Crisis Act sunset date of 2034). This action must be completed within three years from the start of the planning period. b) The City will require replacement housing units subject to the requirements of Government Code Section 65915(c)(3), when a development project or demolition occurs on sites with existing residential units that are restricted or have been occupied by a lower income household in the past five years.	a) 2026 b) Effective Immediately	a) The City will conduct a study by 2026 to determine whether an ordinance and policies should be adopted to require replacement units beyond the Housing Crisis Act sunset date of 2034. b) The City currently requires all applicable development projects to provide replacement housing units in accordance with Government Code Section 65915(c)(3).
H3.1 Prevent Homelessness	a) Allocate PLHA, CDBG, and other local funds to support homeless prevention these may include the following programs: LifeMoves Rapid Rehousing Program, Safe Harbor Shelter, Vendome Hotel supportive units, LifeMoves First Step for Housing program, HIP Housing home sharing and Montara assisted units for the formerly homeless. b) Support the County in its efforts to convert the Stone Villa Hotel into a 44-room temporary shelter space as part of the Project Homekey programs.	a) 2023 – 2031 (Annually by June 30) b) 2023 – 2031 (Annually)	a) In 2023: 304 individuals were served by City programs to prevent homelessness. b) The City continues to support the County effort to convert the Stone Villa Hotel into new temporary shelter space via the Project Homekey Program.
H3.2 Investigate Fair Housing Cases	As CDBG funding permits, achieve the Annual Fair Housing Activity Goals: <ul style="list-style-type: none"> <li>Investigate all complaint cases;</li> <li>Provide consultation to at least 30 individuals;</li> <li>Increase public Education/Outreach to tenants, landlords, and housing professionals by 50% over eight years (from 26 to at least 40 persons); and</li> <li>Provide legal assistance to at least 185 renters.</li> </ul> These numbers are subject to change based on funding availability.	2023 - 2031 (Annually by June 30)	In 2023: 11 fair housing case clients were served. 145 individuals received public education/outreach and 36 individuals received consultations.
H3.3 Evaluate Housing Revenue Sources	a) Conduct a feasibility study on increasing the fee to generate additional housing funds gathered from commercial development, analyze the study, conduct community outreach and make a recommendation to the City Council. Proceed as directed by Council. b) Examine other possible revenue sources and bring the proposals before City Council for consideration. Actively track available funding opportunities and coordinate with City partners, including non-profit housing developers on how best to leverage these resources.	a) 2026 b) 2023 - 2031 (Annually, as opportunities become available)	a) The City has joined with a County-wide effort to conduct a nexus study to adjust commercial linkage fee ratios. b) New funding sources from the County and State continue to be released that are potential sources of affordable housing. Staff is exploring the FY24-25 Measure K funding to supplement construction for supportive housing.
H3.4 Expand Tenant Protections	a) Extend AB1482 provisions to require tenant relocation payments for No Fault evictions for those with tenure less than one year. b) Make recommendations to the City Council for establishing tenant protection policies that include the requirement of documentation from landlords who use the substantial remodel exemption to evict tenants and a Right to Return policy for tenants displaced from homes due to demolition or substantial remodels. c) Amend the Code to strengthen enforcement penalty structure to aid in protecting tenants from unsafe or substandard units. d) Conduct outreach to the community on a biannual basis.	a) 2024 b) 2026 c) 2024 d) 2023 – 2031 (Bi-annually)	a) Staff are researching code best practices and will propose amendments for tenant relocation protections in Fall 2024. b) Staff will make recommendations to establish tenant protection policies who use substantial remodel exemptions to evict tenants and a Right to Return policy in 2026. c) Staff are researching code best practices and will propose amendments to strengthen enforcement penalties in unsafe or substandard units in 2024. d) Staff continues to conduct outreach to the community on a biannual basis.

Table D			
Program Implementation Status pursuant to GC Section 65583			
<div>Housing Programs Progress Report</div> <div>Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.</div>			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H3.5 Study the Creation of Below Market Rate Set Asides	Conduct a best practices research on prioritization of households with special needs, extremely low-income households and large families. Analyze the data, conduct community outreach and make recommendations to the City Council. Proceed as directed by Council.	2026	The City hired a consultant, Economic Planning Systems, in 2023 to study feasibility of establishing priority allocation for certain types of BMR units. The City may phase this effort to look at priority allocation for households with special needs or extremely low income households.
H3.6 Monitor Rental Rates and Displacement.	a) Research options and best practices for a rental registry list, including determining necessary financial and human resources needed to establish such a program. Make recommendations to City Council. b) Collaborate with regional partners, such as 21 Elements or ABAG, to develop ways to monitor rental rates, evictions and displacement citywide and countywide to track trends and use the information to guide policy priorities.	a) 2024 b) 2024-2031 (Ongoing)	a) Staff will research best practices and options and look at collaborating with regional partners to monitor rental rates, evictions, and displacement. b) Staff continues to collaborate with county-wide efforts to enact Housing Element policies, which will include monitoring rental rates, evictions, and displacement.
H3.7 Evaluate Opportunities for Expanding Homeless Shelters	a) Study best practices for expansion of homeless shelter sites. Analyze the data, conduct community outreach and recommendations to City Council. Proceed as directed by Council. b) Regularly evaluate zoning to ensure enough sites are available to accommodate the capacity for emergency shelters, based on the countywide Point in Time Homeless Count. c) Review and amend the zoning code to allow emergency shelters in C2, C3, and other zones as needed to ensure there is sufficient capacity on available sites to accommodate the need for emergency shelter as identified in the most recent point-in-time count conducted before the start of the planning period, and to amend the definition of emergency shelters, in compliance with Government Code 65583. d) Review and amend the zoning code as needed to comply with Government Code 65583 including to remove the 300 feet buffer from a single-family dwelling, clarify that emergency shelters are not required to be more than 300 feet apart and adopt objective development standards, such as parking for shelters in compliance with Government Code Section 65583(a)(4)(A)(ii). e) Review and amend the zoning code as needed to comply with requirements of AB 101 (2019) to allow Low Barrier Navigation Centers (LBNC) as a permitted use by right in areas zoned for mixed use and nonresidential zones permitting (by right or through a Special Use Permit) multifamily uses if it meets specific requirements in Government Code sections 65660 – 65668.	a) 2023 – 2031 (Ongoing) b) 2023 – 2031 (Ongoing) c) 2023-2031 (Ongoing) d) 2025 e) 2025	a) San Mateo continues to be involved with the County Continuum of Care to provide programs to serve the San Mateo homeless population. b) San Mateo continues to participate in the County Point in Time Homeless Count and will regularly evaluate zoning to ensure sites are able to accommodate emergency shelter capacity. c) Staff will review and amend zoning code to allow emergency shelters in C2, C3, and other zones based on the growing need for shelter capacity based on the Point in Time Count. d) Staff will begin researching code best practices and propose code amendments regarding the shelter buffer zone in 2025. e) Staff will begin researching code best practices and propose code amendments regarding Low Barrier Navigation Centers in 2025.
H4.1 Update the Housing Webpage	a) Maintain and improve webpage with comprehensive housing related information and materials, and coordinate with providers to market programs electronically. b) Provide information in multiple languages using common terms. c) Ensure that households with disproportionate housing needs are targeted for information through, for example, liaisons with service providers. Ensure targeting reaches ELI households.	2023 - 2031 (Ongoing)	The City continues to update its webpages with guides, plans, and other worksheets on new housing law, housing programs, and other resources.
H4.2 Support a Countywide Below Market Rate Unit Waitlist	Support the county’s online portal for a BMR waitlist by transitioning the City’s BMR waiting list to the Countywide system. In addition, work with BMR property managers/owners to advertise available BMR units on the County’s portal to streamline the rental process.	2023 (Transition to Countywide portal) (and ongoing)	The City merged its affordable rental properties list onto the centralized county BMR website in Jan 2023 and will continue to add new rental BMR properties as they finish construction.
H4.3 Expand Community Education and Outreach	a) Housing initiatives and policy implementation shall be supported with robust and adaptive community engagement including surveys, workshops, pop-up events, mailings, and targeted outreach to underrepresented groups. Outreach will be conducted biannually. b) Continue to participate in Countywide (and other) efforts to share best practices on equitable engagement and inclusive outreach. (e.g. Home For All "Learning Network") c) Actively provide information on County and State resources for tenant protections, discriminatory practices (CC&R's), special needs groups, and households with disproportionate housing needs.	2023 - 2031 (Ongoing)	The City continues to hold annual Housing and Community Needs Assessments in the month of September to invite community stakeholders and residents to voice their needs and concerns to staff and the Community Relations Commission, which guide funding distribution for the CDBG and PLHA programs.
H4.4 Enable Affirmative Marketing	a) Research other best practices to create an affirmative marketing strategy and implement strategies in San Mateo where appropriate. b) Include farm workers, ELI households. people with disabilities, and households with disproportionate housing needs, as new target group where appropriate. c) Include Spanish marketing materials and ensure bilingual interpretation services are available. The City will conduct outreach and education on a project-by-project basis and will ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. d) Partner with community intermediaries to conduct outreach activities on social media and in the community in Spanish and English language, including events with a significant representation of hard to reach communities such as the annual Dia de los Muertos and Eggstravaganza events (minimum of two per year) as well as pop-ups in the North Central and North Shoreview neighborhoods, (minimum of two per year)	a) 2026 b) 2023 – 2031 (Ongoing) c) 2023 – 2031 (Ongoing) d) 2023 - 2031 (Annually)	a) The City will research best practices to create an affirmative marketing strategy in 2026. b) In Winter 2023, affirmative marketing began for the Kiku Crossing affordable housing project as focused outreach was used for units aimed at special needs populations through County and local nonprofit organizations. c) In 2023, affirmative marketing for the Kiku Crossing affordable housing project included Spanish language materials and targeted outreach. d) The City continues to maintain a presence conducting outreach in English and Spanish through community events in hard to reach communities and pop-ups in the North Central and North Shoreview neighborhoods.
H4.5 Conduct Outreach to Sites Inventory Property Owners	Conduct focused outreach to the owners of properties on the Sites Inventory to determine interest in redevelopment or construction of additional housing on their site(s). The outreach shall include provision of information on the City's development process, fees, and timelines associated with such applications. Initial outreach shall be conducted within two years of adoption and shall be ongoing throughout the housing cycle.	2023 – 2031 (Ongoing)	Staff will conduct initial outreach to property owners listed in the Sites Inventory in 2024-2025. Staff continues to engage with property owners who have projects in the pipeline or anticipate submitting projects in 2024.



Table D			
Program Implementation Status pursuant to GC Section 65583			
<div>Housing Programs Progress Report</div> <div>Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.</div>			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H5.1.1: Adjust the city's Below Market Rate (inclusionary) program	a) Perform a feasibility analysis to redesign the program to allow a menu of options, including targeting of units for ELI households. b) Ensure analysis includes review of housing for households with disproportionate housing needs, along with income levels.	a) Fall 2023 b) Spring 2024	a) The City has joined with a County-wide effort to conduct a nexus study on inclusionary programs to adjust affordability requirements. The City anticipates presenting policy options and recommendations for updating the inclusionary ordinance to City Council in 2024. b) The nexus study process continues to be underway, with analysis for disproportionate housing needs with income levels.
H5.1.2: Participate in a regional down payment assistance program	a) Affirmatively market down payment assistance to 1,000 households with disproportionate housing needs, including persons with disabilities, single parents and Hispanic households; b) Provide down payment assistance to 30 total households; c) Provide homebuyer education to 200 households. d) Assist households in proportion to the demographic profile of the City In addition, the City will work with other jurisdictions to conduct outreach and education. Ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others.	Ongoing by 2031	a) The City has joined with a County-wide effort with the San Mateo County Housing Endowment and Regional Trust to provide downpayment assistance for first-time homebuyers. The City will continue to advertise the program to prospective applicants with affirmative marketing strategies. b) The County-wide effort continues to be underway and San Mateo will continue to support the County to meet its goal of providing assistance to 30 total households. c) The County-wide effort continues to be underway and San Mateo will continue to support the county to meet its goal of providing education to 200 total households. d) The County-wide effort continues to be underway and San Mateo will continue to work towards its goal to affirmatively market the program to impacted neighborhoods.
H5.1.3: Explore the potential to implement a loan program for ADU construction if a City-funded ADU loan program is determined to be infeasible.	Explore the potential for a city ADU loan program. Work with 21 Elements collaborative to design a regional loan forgiveness program. Ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. To enhance mobility in high resource/areas of affluence, additionally target to areas outside lower resource areas. Target those with disproportionate housing needs, with a goal to reach 5 households annually. Provide support to 21 Elements in the development of a countywide ADU forgivable loan program. Promote the use of Housing Choice Vouchers (HCVs) for ADUs to allow lower income households the opportunity to live in lower density neighborhoods. The goal is to reach 20% of households with HCVs annually. Provide targeted outreach to ELI households.	2024 - 2026	The City has joined with a County-wide effort to establish an ADU center to support additional ADU construction and support the county-wide effort to create a forgivable loan program and a program for housing choice voucher holders to move to areas of high opportunity, such as through an ADU program.
H5.2.1: Add more city supported housing with affordability restrictions in moderate and high/highest resource areas and areas of affluence.	Require developers to affirmatively market approximately 1,000 units to those with disproportionate housing needs over the eight-year period (approximately 125 annually) by preparing and submitting and affirmative marketing plan to the City for review. The affirmative marketing plan shall include items, such as advertising (print, social media) and targeting community organizations that serve households with disproportionate housing needs Ensure that programs target/affirmatively market to households with disproportionate housing needs. Of the 1,000 affordable units, approximately 15% will benefit special needs and/or ELI households. Continue to update the housing inventory and provide on the City's website so that developers can target housing in moderate and high opportunity areas, as well as areas of affluence.	2023 - 2031 (Annually)	In Winter 2023, affirmative marketing began for the Kiku Crossing affordable housing project as focused outreach was used for units aimed at special needs populations through County and local nonprofit organizations. Kiku Crossing is located in a Highest Resource area defined by the 2024 TCAC Opportunity maps.
H5.2.2: Incentivize developers through direct subsidies, fee waivers, and/or density bonuses, to increase accessibility requirements beyond the federal requirement	a) Update development agreements for projects with City subsidies to include additional accessible units. b) Update the City's Inclusionary Housing Policy to require projects that receive City subsidies to increase the percentage of units that meet accessibility requirements. c) The City will proactively outreach to developers throughout the planning period every two years, beginning in 2024.	a) 2023 - 2031 (Ongoing) b) 2026 c) 2024 - 2031 (Bi-annually)	a) The Kiku Crossing affordable housing project, which is set to open in March 2024, contains 22 units for formerly homeless households and 8 units for individuals with intellectual and developmental disabilities. b) The City anticipates presenting policy options and recommendations for updating the inclusionary ordinance to City Council in 2024. c) The City will continue to proactively outreach to developers to increase accessibility for upcoming projects, such as Bespoke.
H5.2.3: Prioritize city funding proposals for city funded affordable housing that are committed to serving hard to serve residents	Conduct a best practices review and develop a program to prioritize City funding for housing projects.	2028	In 2023, the City prioritized Permanent Local Housing Allocation funding for the St James Supportive Housing project which will prove all of its units to ELI households to transition-aged former foster youth. Staff will conduct a review of best practices for funding prioritization and develop a program for City Council adoption by 2028.
H5.2.4: Develop a housing mobility program that provides support to tenants seeking to move to high opportunity areas	There will be a 20% increase in the number of voucher holders, including ELI households, moving to areas of high opportunity.	2023 - 2031 (Ongoing)	Staff will collaborate with the County to develop a housing mobility program to explore options for housing choice voucher holders to move to areas of high opportunity, such as through an ADU program.
H5.3.1: Conduct an area plan for the North Shoreview and North Central neighborhoods	Prepare an area plan for North Shoreview and North Central neighborhoods.	2029	Staff will continue to complete this plan through the larger General Plan Update. The development of North Shoreview and North Central area plans are expected to be completed in 2029 in accordance with the Complete Streets Plan of the Public Works Department.
H5.3.2: Continue to fund minor home repairs, infrastructure improvements and public services	Complete annual goals of 10 minor home repairs and 14 accessibility modifications through grants for low-income residents. Provide home rehabilitation loans for low-income homeowners and landlords making accessibility modifications. Fund service providers that target households with disproportionate housing needs, including services for seniors, ELI households, youth, and fair housing. Affirmatively market to Hispanic and single female heads of household biannually; ensure that programs target/affirmatively market to households in impacted neighborhoods, including North Central and North Shoreview, among others. Bi-annually apply for funding through the CIP or other actions to address infrastructure needs.	2023 - 2031 (Annually)	In 2023: 10 minor home repairs projects were completed and 2 home rehabilitation projects are actively ongoing.

Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H5.3.3: Monitor affordable housing projects that are at risk of conversion to market rate.	Bridgepointe Condominiums affordability requirements for 59 affordable units expire in 2027, out of which 24 are very low-income units (35 are at 120% AMI). Belmont Building affordability requirements for 6 units expire in 2032. The rental property is owned by a for-profit entity, potential for loss of units is high. Proactively coordinate with owners to preserve the 24 very low- income units as affordable, including identifying potential funding sources, advertise conversion units to non-profits, provide conduct tenant outreach and education, add a displacement preference for new affordable housing for people displaced, including those displaced as a result of conversion. Provide noticing to tenants and affected public entities in accordance with Gov. Code, § 65863.10, 65863.11, and 65863.13 Outreach and negotiate with owners for affordability extensions beginning at least two years prior to the affordability expiration date.	a) 2027 (Bridgepointe Condominiums) b) 2032 (Belmont Building)	a) The Bridgepointe Condominiums were identified as a priority to address. Their affordability requirements for 24 low-income units will expire in 2027. Options such as using funding sources to purchase or advertising conversion units to non-profits are being explored. b) Belmont Building affordability requirements for 6 low-income units expire in 2032. Staff will proactively reach out to owners to extend affordability and mitigate displacement.
H5.4.1: Establish tenant protections in local ordinance to extend measures of AB1482	a) Extend AB1482 provisions to require tenant relocation payments for No Fault evictions for those with tenure less than one year. b) Make recommendations to the City Council for establishing tenant protection policies that include the requirement of documentation from landlords who use the substantial remodel exemption to evict tenants and a Right to Return policy for tenants displaced from homes due to demolition or substantial remodels. c) Amend the Code to strengthen enforcement penalty structure to aid in protecting tenants from unsafe or substandard units.	a) 2024 b) 2026 c) 2024	a) Staff are researching code best practices and will propose amendments for tenant relocation protections in Fall 2024 or early 2025. b) Staff will make recommendations to establish tenant protection policies who use substantial remodel exemptions to evict tenants and a Right to Return policy in 2026. c) Staff are researching code best practices and will propose amendments to strengthen enforcement penalties in unsafe or substandard units in late 2024/ early 2025.
H5.4.2: Partner with Project Sentinel to perform fair housing training for landlords and tenants	Provide annual funding to Project Sentinel to provide training every two years in the Spring, targeting 200 landlords each training. Awareness will be increased through outreach to landlords.	2023 - 2031 (Annually)	In 2023: Project Sentinel served 145 individuals in San Mateo through outreach efforts.
H5.4.3: Create a webpage specific to fair housing	Provide information on the City's website about housing discrimination, laws, and protections. Fair Housing resources will also be advertised on the City's eNewsletter, social media channels and various email listservs. Update the webpage every two years, along with other transparency updates.	2024 - 2031 (Bi-annually)	The City maintains a Fair Housing webpage at <a href="https://www.cityofsanmateo.org/3764/Fair-Housing-Assessment">https://www.cityofsanmateo.org/3764/Fair-Housing-Assessment</a> and will continue to update it with new resources for residences experiencing discrimination while evaluating it for accessibility to resolve any gaps.
H5.4.4: All multi-family residential developments contain signage in both English and Spanish to explain the right to request reasonable accommodations for persons with disabilities.	Initially, create ongoing condition of approval to ensure both BMR and all-affordable developments contain this information. Explore options for recording against the property and/or including in the affordable housing agreement.	2024 - 2026	The City continues to monitor multi-family developments to ensure appropriate signage for fair housing is displayed in common areas and information is provided in English and Spanish. The City has joined a County-wide BMR workgroup in to review best practices for BMR management in 2024.
H5.4.5: Ensure that future improvements in disadvantaged communities will not produce a net loss of affordable housing or the displacement of residents	In conjunction with Policies 5.3.1, and 5.3.2, when improvements are planned to be made to disadvantaged communities, conduct a review of existing housing units that may be impacted by such improvements. Consistent with H2.6, ensure units that may be lost are replaced.	2027	Staff will continue to complete this policy through the larger General Plan Update and implementation of state laws that requires no-net loss of units. The development of a no-net-loss affordable housing policy is expected to be completed in 2027.
General Comments			





Jurisdiction	San Mateo	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 <sup>+</sup> . For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	<a href="https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf">https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf</a>
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									





Jurisdiction	San Mateo	NOTE: This table must contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2023 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

For San Mateo County jurisdictions, please format the APN's as follows:999-999-999

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						
034-191-110	308 5th Avenue	Vacant	0	Surplus Land	0.35	Existing City parking lot
034-179-050	E 4th Avenue/S Railroad Avenue	Vacant	0	Surplus Land	0.25	Existing City parking lot - received proposal for a 100% affordable housing project (60 units - Bespoke)
034-179-060	E 4th Avenue/S Railroad Avenue	Vacant	0	Surplus Land	0.13	Existing City parking lot - received proposal for a 100% affordable housing project (60 units - Bespoke)

Jurisdiction	San Mateo	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table J														
Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915														
Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved							Units (Beds/Student Capacity) Granted Density Bonus	Notes
1				2	3	4							5	6
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SH - Student Housing)	Date	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Total Additional Beds Created Due to Density Bonus	Notes
Summary Row: Start Data Entry Below														



Jurisdiction	San Mateo	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.		
Notes		

Jurisdiction	San Mateo	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT					
Local Early Action Planning (LEAP) Reporting					
(CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$500,000.00		Total award amount is auto-populated based on amounts entered in rows 15-26.		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Housing Element (Plan Update)	\$150,000.00	\$127,053.79	In Progress	Local General Fund	The Housing Element 6th Cycle was adopted by City Council in 2023 and updated following comments received from HCD and the community.
Automated/Mechanical Parking Study and Code Amendment	\$30,000.00	\$0.00	Other (Please Specify in Notes)	Local General Fund	City Council adopted interim parking standards in 2022. The City does not plan to utilize the LEAP grant for this effort and will provide an updated application withdrawing this project.
Density Bonus, Community Benefits, and Minimum Residential Requirements in Mixed Uses	\$200,000.00	\$1,753.41	In Progress	Local General Fund	In 2023, the City initiated research with a consultant to evaluate existing Density Bonus/Community Benefits program, inclusionary family housing (two- and three-bedroom affordable housing units), and minimum residential requirements in mixed-use projects. The City anticipates presenting policy options and recommendations to City Council in 2024.
SB 9 Code Amendment	\$62,000.00	\$29,512.29	In Progress	Local General Fund	In 2022, the City adopted a local Two-Unit Development Overlay District Ordinance (SMMC 27.21) to implement the provisions of SB 9. One application was received in 2023 and is currently under review. The City plans to provide a three-year update on the ordinance in 2025.
SB 10 Code Amendment	\$58,000.00	\$0.00	In Progress	Local General Fund	No work in 2023. In 2024, the City began researching SB 10 and will present an introduction of the bill to City Council for feedback and direction.
Downtown Parking Study and Code Amendment	\$0.00	\$0.00	Other (Please Specify in Notes)	None	Project withdrawn

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	1
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		1
Total Units		5

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	25
Low	Deed Restricted	0
	Non-Deed Restricted	24
Moderate	Deed Restricted	0
	Non-Deed Restricted	25
Above Moderate		24
Total Units		98

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	3
	Non-Deed Restricted	20
Low	Deed Restricted	5
	Non-Deed Restricted	19
Moderate	Deed Restricted	0
	Non-Deed Restricted	19
Above Moderate		56
Total Units		122