



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: March 23, 2021

TO: Honorable Mayor and Members of the City Council

FROM: Jovan D. Grogan, City Manager

PREPARED BY: Pamela Wu, Community and Economic Development Director

SUBJECT: Receive the 2020 Housing Element Annual Progress Report and Authorize Transmittal to the California Department of Housing and Community Development and Governor's Office of Planning and Research

BACKGROUND:

By April 1st of each year, all local jurisdictions in California are required to prepare and submit an Annual Progress Report (APR) on the status and progress in implementing its Housing Element of the General Plan. Cities and counties with a compliant housing element and up-to-date submissions of APRs remain eligible for SB 2 Building Homes and Jobs Act funds. The APR evaluates the status of the implementation programs and housing production for the time period between January 1, and December 31, 2020. Prior to submittal, each City is required to hold a public meeting to review the City's progress towards implementing its housing element programs and how the share of the Regional Housing Needs Allocation (RHNA) is met. The City also must accept public comment prior to the submittal of the report to the State. The 2020 Annual Housing Element Report can be found in Attachment 1.

DISCUSSION:

The APR is a tool to assist the City in implementing its Housing Element and to monitor progress in addressing the City's housing programs and goals. HCD provides standard forms to report information required for the Housing Element APR, which includes several main sections that are summarized below:

- **Table A:** Tables A and A2 provide information on new residential development in various stages of the development process and affordability levels during 2020.
- **Table B:** This table provides information on the permitted housing units by affordability levels to document City's progress in meeting the City's Regional Housing Needs Allocation (RHNA).
- **Table D:** This table provides the status and progress of how each identified Housing Element program and policy implementation has been implemented.
- **Table H:** This table lists an inventory of locally owned surplus sites.
- **LEAP Reporting:** This is a new reporting mechanism in the 2020 APR that provides a report on any Local Early Action Planning (LEAP) Grant fund that was received.

ITEM 5.e.

The 2020 APR summarized that the City of San Bruno processed a total of 55 ADU applications and approved the Mills Park Center development that consists of 427 residential units in 2020. In addition, the City issued a total of 35 building permits for new residential units which consisted of seven (7) accessory dwelling units (ADUs) and 28 new single-family dwelling houses at Skyline College. Of the 35 building permits that were issued for new residential units, 7 are considered as low-income units, all of which were non-deed restricted Accessory Dwelling Units. These units qualify as low-income based on their projected rent levels. The summary table below shows the City’s RHNA allocation of 1,155 new units that are obligated to produce during the eight-year period from 2015-2023. State law requires local governments to adequately plan and facilitate the ability of the community to meet their existing and projected housing needs, including their share of the regional housing needs, as established in the RHNA.

After six years of being in the RHNA-5 planning cycle, the City issued building permits for a total of 203 new housing units, with a remaining obligation of 952 housing units. The table details how many building permits were issued by each income level against the RHNA target. It is worth noting the 427-unit Mills Park Center development was not included in the summary table below as it only reflects those new units that were issued a building permit in 2020.

Income Level	RHNA	2015	2016	2017	2018	2019	2020	Total Units to Date	Remaining RHNA
Very Low	358	0	0	0	0	0	0	0	358
Low	161	1	4	14	6	42	7	74	87
Moderate	205	1	41	0	0	5	0	47	158
Above Moderate	431	9	42	1	0	2	28	82	349
Total Units	1,155	11	87	15	6	49	35	203	952

Having only two years remaining in this RHNA cycle, the City needs to catch up significantly to make progress towards meeting the City’s RHNA allocation by the end of the housing element cycle. Staff anticipates the City to produce additional new housing units before 2023. A summary of several development projects and their current status are listed below:

- **Residential Projects Under Construction** – Remaining 12 single-family residential units at the Skyline site are to be issued a building permit.

Skyline College Residential Project – A total of 70 units were approved by the City Council in February 2018 including 30 multi-family units and 40 single-family homes. 28 out of the 40 single-family homes were issued a building permit in 2020 and nearly half of them are occupied. There are twelve remaining lots to be developed in the single-family home development. All of the single-family homes within the subdivision are within the “above moderate” income category as each house was listing at close to \$2,000,000.

The multi-family development were issued building permits in 2019 to build 30-unit affordable faculty units and are anticipated to be under construction in 2021.

Accessory Dwelling Units – Seven Accessory Dwelling Units building permits were issued out of 55 applications that were submitted in 2020. Since the State regulation was updated and became effective on January 1, 2020. The City has experienced a steady year-over-year increase in ADU activity. Additional ADU production through 2023 is anticipated to continue.

- **Residential Projects with Approved Entitlements** – a total of 498 new residential units to be issued a building permit.

111 San Bruno Avenue – A total of 62 multi-family condominium units were approved in October 2018 and a one-year extension was approved in November 2019. In 2020, the project was automatically granted an entitlement extension pursuant to Assembly Bill 1561. The bill was devised as a remedy and a temporary relief to housing development as a result of interruptions in planning, financing, and construction due to the pandemic. The project proposes a total of 11 affordable units, comprised of six units designated for low-income households and five for moderate income households. The building permits are currently under review with issuance anticipated late 2021.

500 Sylvan Avenue – Nine multi-family rental units – This project was approved in May 2019. Similar to the project above, it was first extended in 2020 and then qualified for an automatic entitlement extension pursuant to Assembly Bill 1561. Building permits for the project are currently under review and anticipated to be issued late summer in 2021.

Mills Park Center (601-611 and 643-799 El Camino Real; 701-751 Camino Plaza; 711-777 Kains Avenue) – The mixed-use development with 427 multi-family residential units and ground floor commercial space was approved in August 2020. The project includes a total of 64 onsite affordable units, including 26 very-low-income units, 19 low-income units and 19 moderate units. Building permits are yet to be submitted.

- **Residential Projects that are being Processed** – a total of 52 new residential units to be entitled.

271 El Camino Real – 23 multi-family rental apartments and for-sale condominium units – The planning application is currently under review. The project will provide four affordable units on site. Project entitlement approval is anticipated to be approved in fall of 2021.

29 Glenview Terrace – 29 for-sale single-family units – The planning application is currently under review. The project will provide four affordable units on site. Project entitlement approval is anticipated to be considered by City Council in fall of 2021.

Progress in Implementing Housing Programs

The Housing Element identifies six goals and 51 programs. The six Housing Element goals are:

1. Protect the quality and stability of existing neighborhoods through the conservation, rehabilitation, and improvement of the existing housing supply.
2. Accommodate regional housing needs through a community-wide variety of residential uses by size, type, tenure, affordability, and location.
3. Expand the variety of construction and financing techniques available to achieve new affordable housing and maintain it over time.
4. Achieve energy and environmental conservation in residential design, particularly techniques that would also reduce noise impacts on housing, while maintaining the affordability of housing units.
5. Ensure the continued availability of affordable housing for very-low, low, and moderate-income households, seniors, persons with disabilities, single-parent households, large families, and other special needs groups.
6. Support the needs of those with extremely-low incomes, including access to counseling, referrals, dispute resolution, supportive housing, and emergency shelter.

The San Bruno's 2020 Annual Progress Report provides a list of Housing Element Goals and Programs with an update for 2020. A summary highlight with important achievements accomplished in 2020 toward implementation of Housing Element goals and policies is listed below:

- **Reduce Parking Requirements.** In 2019, Planning staff began updating the parking standard by incorporating parking policies and regulatory measures as adopted in the City's General Plan, Specific Plans and the Downtown Parking Management Plan in the Zoning Ordinance. The updated parking code allows various parking reduction options such as mechanical stackers, in-lieu fees, tandem parking configuration and reduced parking requirement for multi-family residential uses. The ordinance was adopted by City Council in February 2020 and became effective in March 2020.
- **Zoning Ordinance Update.** Subsequent to the parking code update, the City initiated the second phase of the zoning code update to focus on properties within the Transit Corridors Plan (TCP) area and along El Camino Real. The much-needed rezoning and zoning code update were required to achieve consistency with the 2009 General Plan and was funded through SB2 Grant funding. The rezoning would permit mixed-use residential/commercial development to provide capacity for the City to satisfy its RHNA obligation. The rezoning effort was discussed at a Planning Commission study session and approved by City Council in February 2021 that will become effective in April 2021.
- **Transit Corridors Implementation.** In 2020, City Council approved a 427 residential unit mixed-use project at the Mills Park Plaza, the largest TCP project to date which include 65 affordable units. Previously entitled TCP projects include: the 83-unit mixed use project at 406-418 San Mateo Avenue which completed construction and received certificate of final occupancy in October 2019. The 62-unit, mixed-use project at 111 San Bruno Avenue submitted building permit for review in 2019. And the nine-unit residential project at 500 Sylvan Avenue.

Significant New State Housing Laws in 2020

- **SB6** - This bill requires the Department of Housing and Community Development to furnish the Department of General Services with a list of local lands suitable and available for residential development as identified by a local government as part of the housing element of its general plan. The bill would require the Department of General Services to create a database of that information and information regarding state lands determined or declared excess and to make this database available and searchable by the public by means of a link on its internet website. The bill would require for any housing element adopted on or after January 1, 2021, that the local planning agency submit an electronic copy of the inventory of land suitable and available for residential development to the Department of Housing and Community Development.
- **AB1561** – This bill extends by 18 months the period for the expiration, effectuation or utilization of a housing entitlement that was issued before, and was in effect on, March 4, 2020, and that will expire before Dec. 31, 2021. Housing entitlements are broadly defined and includes discretionary and ministerial approvals, among other entitlements and building permit related requirements. The legislation explains that a "uniform statewide entitlement extension measure is necessary to avoid the significant statewide cost and allocation of local government staff resources associated with addressing individual permit extensions on a case-by-case basis" needed to weather the "pandemic-induced recession" and continued housing affordability crisis.

- **AB 2345** – This bill would allow local jurisdictions the authority to grant additional concessions/incentives above and beyond what is currently provided under state Density Bonus Law if a project exceeds density limits. Proposed changes also include a uniform method to measure the distance between a major transit stop and a project location in order to maximize the number of eligible properties within a half-mile radius of a major transit stop. Lastly, the bill proposes to reduce maximum parking requirements for specified eligible projects and would eliminate parking requirements for 100 percent affordable projects and senior housing projects that meet specified criteria.

Progress in Removing Constraints to Housing Development

This section describes local efforts to remove governmental constraints to the maintenance, improvement, and development of housing.

- **Funding Sources for Affordable Housing.** San Bruno lost a significant source of affordable housing funds with the elimination of Redevelopment agencies in 2012.
- **Ordinance 1284 Constraints.** Ordinance 1284, adopted in 1977, restricts higher density residential development in San Bruno. Ordinance 1284 requires approval by a majority of voters to allow: buildings exceeding fifty feet or three stories, whichever is less; projects in residential districts at a density above what was permitted by the City's zoning code and map in 1974; and above-ground parking structures. In 2014, San Bruno voters approved Measure N, which increased maximum building heights, permits above-ground parking structures, and increased residential densities in the TCP area to facilitate the residential densities envisioned in the TCP.
- **SFO Constraints.** San Bruno lies within the San Francisco International Airport (SFO) influence area and is affected by state-mandated airport land use compatibility policies described in the 2012 Airport Land Use Compatibility Plan (ALUCP). Northeastern portions of San Bruno are within the 70-decibel aircraft noise contour, where new residential uses are not considered compatible with the ALUCP. This includes large areas east of San Mateo Avenue in proximity to the BART and Caltrain Stations. Development is also constrained by Federal Aviation Administration (FAA) height restrictions. The City promotes noise mitigation from SFO to the fullest extent possible through participation in the SFO/Community roundtable and ongoing coordination with the County Airport Land Use Commission. However, development must comply with ALUCP policies.
- **COVID-19 Pandemic.** The unprecedented consequences of COVID-19 pandemic severely impacted the City's ability to process and entitle projects in a timely fashion as City was forced to adapt to the online platform rapidly. The abrupt transition inadvertently slowed down the development processing in 2020.

In conclusion, the City will continue to pursue implementation of the 2015-2023 San Bruno Housing Element. While only 35 permits for new residential units were issued in 2020, the City anticipates additional residential units to be entitled and constructed in 2021. Staff anticipates the recently adopted zoning code update and associated rezoning will facilitate the entitlement

of more mixed-use, residential development within the Transit Corridors Plan area, spurring more interest in development opportunities within this area of the city.

FISCAL IMPACT:

None.

ALTERNATIVES:

1. Direct revisions to the 2020 Housing Element APR prior to submittal to the State Department of Housing and Community Development.

RECOMMENDATION:

Receive the Housing Element Annual Progress Report for 2020 and Authorize Transmittal to the California Department of Housing and Community Development and Governor's Office of Planning and Research

DISTRIBUTION:

None

ATTACHMENT:

1. 2020 San Bruno Housing Element Annual Progress Report

DATE PREPARED:

March 20, 2020

Jurisdiction	San Bruno	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

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	Notes		
1				2	3	4	5							6	7	8	9	10	
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	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below							0	0	0	55	0	0	0	0	55	55	0	0	
	020-382-230	214 Mastick Ave.		ADU 20-001	ADU	R	1/9/2020					1			1	1			No
	020-275-250	476 Poplar Ave.		ADU 20-002	ADU	R	1/15/2020					1			1	1			No
	020-168-230	760 4th Ave.		ADU 20-003	ADU	R	1/31/2020					1			1	1			No
	017-410-140	221 Goodwin Dr.		ADU 20-004	ADU	R	2/4/2020					1			1	1			No
	020-064-120	731 Elm Ave.		ADU 20-005	ADU	R	2/5/2020					1			1	1			No
	020-066-040	750 Elm Ave.		ADU 20-006	ADU	R	2/11/2020					1			1	1			No
	020-0520100	745 Sycamore Ave.		ADU 20-007	ADU	R	2/14/2020					1			1	1			No
	014-273-100	40 Scott St.		ADU 20-008	ADU	R	2/14/2020					1			1	1			No
	020-384-140	241 Milton		ADU 20-009	ADU	R	2/28/2020					1			1	1			No
	021-171-090	209 Santa Domingo		ADU 20-011	ADU	R	4/1/2020					1			1	1			No
	020-391-110	471 Milton Ave.		ADU 20-012	ADU	R	4/10/2020					1			1	1			No
	020-162-020	837 7th Ave.		ADU 20-013	ADU	R	4/15/2020					1			1	1			No
	017-013-120	3650 Exeter		ADU20-014	ADU	R	4/27/2020					1			1	1			No
	020-193-060	731 2nd Ave.		ADU20-015	ADU	R	5/15/2020					1			1	1			No
	014-264-230	9 Pacific Ave.		ADU20-016	ADU	R	5/21/2020					1			1	1			No
	020-175-190	508 7th Ave.		ADU20-017	ADU	R	6/3/2020					1			1	1			No
	020-212-160	506 Hawthorne		ADU20-018	ADU	R	6/10/2020					1			1	1			No
	020-223-340	466 Redwood		ADU20-019	ADU	R	6/15/2020					1			1	1			No
	021-175-110	521 San Anselmo		ADU20-020	ADU	R	6/17/2020					1			1	1			No
	017-163-100	2031 Pincrest Dr.		ADU20-021	ADU	R	6/17/2020					1			1	1			No
	020-114-120	819 Easton Ave.		ADU20-022	ADU	R	6/22/2020					1			1	1			No
	017-105-130	2935 Fleetwood Dr.		ADU20-023	ADU	R	6/22/2020					1			1	1			No
	021-184-030	149 Santa Clara		ADU20-024	ADU	R	6/23/2020					1			1	1			No
	020-133-250	660 Easton Ave.		ADU20-025	ADU	R	7/7/2020					1			1	1			No

Jurisdiction	San Bruno	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

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	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	358											358
	Non-Deed Restricted												
Low	Deed Restricted	161		4	14		6					73	88
	Non-Deed Restricted				6	36	7						
Moderate	Deed Restricted	205					5					47	158
	Non-Deed Restricted		1	41									
Above Moderate		431	9	42	1		2	28				82	349
Total RHNA		1155											
Total Units			10	87	15	6	49	35				202	953

Note: units serving extremely low-income households are included in the very low-income permitted units totals
 Cells in grey contain auto-calculation formulas

Jurisdiction	San Bruno	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

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

Table C																	
Sites Identified or Rezoned to Accommodate Shortfall Housing Need																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Type of Shortfall	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Type of Shortfall	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	San Bruno	
Reporting Year	2020	(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
Program 1-A: Support infrastructure upgrades.	Continue to seek funding to upgrade and maintain infrastructure needed by San Bruno's housing supply.	Ongoing	The City Council adopted the Development Impact Fee (DIF) Ordinance in February 2019 to finance the upgrade and maintenance of City's infrastructure needs to serve new residential, industrial and commercial development. Several building permits that were issued in 2020 were subject to payment of DIF.
Program 1-B: Maintain and expand the supply of small lots	Conserve and expand the city's supply of small residential lots, where compatible with surrounding neighborhood character	2 years	City continues to support small lot subdivisions through Planned Development Permit requests such as the Skyline College Residential Project and Glenview Terrace project where the SFD residential units are either developed or proposed with an average lot size of 3,500 sq. ft.
Program 1-C: Conserve second units in R-1 and R-2 zones.	Continue to legalize second units in R-1 and R-2 zones that were constructed prior to June 30, 1977 and that met the Uniform Building Code at time of construction.	2 years	Accessory Dwelling Unit ordinance that was adopted in 2017 has been amended to comply with the latest State law and will become effective in April 2021.
Program 1-D: Pursue and promote resources for preservation and rehabilitation	Publicize federal, State, and local resources, both financial and programmatic, to assist homeowners in preventative maintenance and to preserve and rehabilitate the City's existing housing supply	ongoing	San Mateo County performs this service. No available funding in 2020.
Program 1-E: Ensure replacement housing	Develop a comprehensive program to replace housing throughout the City to accommodate all income levels	1 year	N/A in 2020.

Program 1-F: Ensure replacement housing.	Require replacement of any legal housing unit that is demolished within San Bruno.	1 year.	An existing single-family residence unit was demolished and approved to be rebuilt in 2020 on 164 Elm Ave., San Bruno.
Program 1-G: Support historic preservation	Support preservation and reuse of properties with historic character	ongoing	N/A in 2020.
Program 1-H: Allow fee waivers for affordable rehabilitation	Waive permit fees for affordable housing rehabilitation achieved through the Community Development Block Grant (CDBG) program as well as through other San Mateo County programs or through non-profit agencies	ongoing	N/A in 2020.
Program 1-I: Continue lead-based paint abatement.	Provide information on local lead-based paint abatement programs to ensure safe and healthy living environments for all residents	Ongoing	Informational handouts are available on the City's website and to customers at the planning and building counter.
Program 1-J: Ensure renovations are compatible with neighborhood character.	Maintain design standards to ensure that residential additions and renovations are compatible with overall neighborhood character.	1 year	Residential additions and renovations must be consistent with the City's adopted Residential Design Guidelines and TCP Design Guidelines. The guidelines are available on the City's website.
Program 2-A: Update the Zoning Ordinance to make available adequate sites to accommodate San Bruno's share of regional housing need.	Revise the Zoning Ordinance to reflect the San Bruno 2025 General Plan and Transit Corridors Plan (2013), including land use designations allowing mixed-use development	3 years	Planning staff initiated the much-needed zoning code update to achieve consistency with the 2009 General Plan and 2013 TCP Specific Plan utilizing approved SB2 Grant. The code amendment will rezone the El Camino Real corridor and other portion of the TCP area to allow mixed-use residential/commercial zoning to provide capacity for the City to satisfy its RHNA obligation. In 2019, Planning staff began updating the parking standard by incorporating parking policies and regulatory measures as adopted in the City's General Plan, Specific Plans and the Downtown Parking Management Plan in the Zoning Ordinance. The parking code amendment was adopted by City Council in February 2020 and became effective in March 2020. Subsequent to the parking code update, the City is initiated the second phase of zoning code update to focus on properties within the TCP area and along El Camino Real to comply with the 2013 TCP. The rezoning effort was approved by City Council in February 2021 and will become effective in April 2021.

Program 2-B: Transit Corridors Plan Implementation.	Develop strategies to implement the adopted Transit Corridors Plan with the goal, amongst others, of increasing residential options in Downtown and transit corridors in the vicinity of the San Bruno Avenue Caltrain Station completed in 2014.	1 year	In 2020, City Council approved a 427 residential unit mixed-use project at the Mills Park Plaza. Previously entitled TCP projects include: the 83-unit mixed use project at 406-418 San Mateo Avenue completed construction and received certificate of final occupancy in October 2019. The 62-unit, mixed-use project at 111 San Bruno Avenue submitted building permit for review in 2019. The nine-unit residential project at 500 Sylvan Avenue. Aside from development projects, City Council also adopted the San Mateo Avenue Streetscape Plan Design Guideline in an effort to enhance the City's downtown and potentially foster development interest in the area.
Program 2-C: Support identified housing opportunities	Work with property owners and the community to support and encourage the redevelopment of identified opportunity sites into mixed uses with affordable housing components.	Ongoing	One of the identified opportunity sites includes the former Engvall School site at Sneath Lane and Engvall Road. In 2019, the City collaborated with San Bruno Park School District on the RFP to redevelop the site for housing.
Program 2-D: Reuse former school sites	Facilitate the reuse of former school sites to accommodate affordable housing.	2 years	The City is working with private developers to develop housing at former Crestmoor High School and Engvall School sites, two former surplus school sites.
Program 2-E: Consolidate Lots.	Use City funds to facilitate lot consolidation in support of the redevelopment of housing opportunity sites with affordable housing	2 years	N/A in 2020.
Program 2-F: Ensure compatibility of new housing with neighborhood character.	Use Residential Design Guidelines and Transit Corridors Plan Design Guidelines to ensure that new housing development proposals are compatible with existing neighborhood character.	1 year	Ongoing with planning review of each project
Program 2-G: Provide senior housing for a range of income levels.	Identify opportunities for the creation of affordable units for seniors who do not qualify for deed-restricted units due to equity in their current homes	Ongoing	N/A in 2020.
Program 2-H: Encourage moderate-income for-sale housing.	Encourage moderate-income for-sale housing within the Multi Use-Residential Focus area along El Camino Real.	Ongoing	The City requires all project of 5 units or more to comply with the Affordable Housing Ordinance to ensure development of affordable income housing in new developments.

Program 2-I: Provide affordable housing education.	Develop and implement an ongoing voter education program to inform residents of the need for affordable housing and ways the electorate can support its development	2 years	City provides information about affordable housing and the affordable housing impact fee ordinance on the City website.
Program 2-J: Conduct annual performance evaluations and ensure consistency with the General Plan and Transit Corridors Plan.	During annual review of the General Plan, monitor, evaluate, and document housing program performance and consistency with General Plan goals and policies	Ongoing	Staff performs planning review of each project, and Housing Element APR on an ongoing basis.
Program 3-A: Publicize affordable housing financing strategies.	Publicize the various financing strategies for development and expansion of affordable housing	Ongoing	Information about the City's Affordable Housing Program is posted on the City website
Program 3-B: Support the Housing Choices Voucher Program.	Continue to participate in San Mateo County Housing Authority's Housing Choices Voucher program (formerly Section 8).	Ongoing	The signed an agreement with County to administer CDBG and HOME funds on behalf of the City.
Program 3-C: Monitor compliance with financing terms.	Ensure that units built with long-term affordability requirements are actually occupied by lower-income households. (See also Program 5-E)	Ongoing	City staff continues to annually review certificates of compliance for the 325 affordable rental units at the Crossing, including 97 very low-income units at the Avalon Bay apartments, and 228 extremely low, very low and low income units the Village Senior Apartments
Program 3-D: Promote the Mortgage Credit Certificate Program.	The City will continue to participate in and promote San Mateo County's Mortgage Credit Certificate (MCC) program for first-time homebuyers	Ongoing	N/A in 2020.
Program 3-E: Facilitate reasonable accommodations.	Facilitate the development, maintenance and improvement of housing for persons with disabilities by implementing Reasonable Accommodations program.	1 year	Completed. Ordinance adopted in 2015
Program 3-F: Accommodate manufactured housing.	Continue to permit manufactured housing in single family zones.	1 year	Manufactured housing can be permitted as an Accessory Dwelling Unit
Program 3-G: Permit child care by right in residential districts	Permit child care by right in residential zoning districts. Ensure that land use regulations consistently allow childcare services by right in all residential zones in accordance with State law	1 year	Municipal Code allows childcare by right in residential zoning districts

Program 3-H: Reduce parking requirements.	Reduce parking requirements for new or reuse housing projects along transit corridors and adjacent to transit stations, as well as within the Medium Density (R-3) and High Density (R-4) zones.	1 year	City's zoning code update related to parking standards was initiated in 2019 and adopted by City Council in February 2020. The updated parking code allows various parking reduction options such as mechanical stackers, in-lieu fees, tandem parking configuration and reduced parking requirement for multi-family residential uses.
Program 3-I: Support condominium conversions, cooperatives, and other affordable housing ownership options.	Support condominium conversions, cooperatives, and other affordable housing ownership options. Facilitate condominium conversions, limited equity stock cooperatives, and community apartments to ensure affordable ownership choices within the housing supply.	1 year	N/A in 2020.
Program 3-J: Adopt an affordable housing impact fee.	Conduct a nexus study that demonstrates the relationship between new housing or jobs and the need for affordable housing in San Bruno and determine a permissible and reasonable fee level for both residential and commercial development.	1 year	The City Council adopted an Affordable Housing Impact Fee ordinance for new residential and commercial development in 2016. The impact fee was adjusted in November 2019 based on the regional index. In combination with fees previously collected through the Below Market Rate Housing Program, the affordable housing fund contains approximately \$3.8 million. No additional impact fee was collected in 2020.
Program 4-A: Promote energy conservation.	Continue to publicize and encourage energy conservation programs, including weatherization programs.	2 years	Adopted expedited review process for residential rooftop solar permits. Information and applications are posted on the Building Division webpage.
Program 4-B: Support household and business participation in energy conservation and efficiency programs through PG&E and the State.	City Staff will work to promote and support participation energy efficiency and conservation programs described in Chapter 2 in order to help reduce long-term housing costs for residents (including low-income residents), help meet local greenhouse gas reduction targets under AB 32, and increase the sustainability of the local energy supply	1 year	Information is posted on the City website and provided to customers at the building counter.
Program 4-C: Facilitate noise insulation retrofits.	Continue to pursue funding for noise insulation from the San Francisco International Airport and educate residents about program benefits.	4 years	City continues to fund the noise insulation program and issued seven noise insulation permits in 2020.

Program 4-D: Ensure adequate water and sewer service and reduce water waste.	Work with the San Francisco Public Utilities Commission (SFPUC) and local departments to ensure that there are adequate water and sewer services for new development, affordable housing receives priority for these services, and new development uses best management practices to reduce water waste.	1 year	Water and sewer system upgrades are ongoing consistent with the City's Capital Improvements Program. In calendar year 2020, the City initiated the following water projects. Construction of new water main lines and design of the improvements in the Aves neighborhoods. Replacement of water pump station and equipment at Sneath Lane, Lake Drive, Whitman and Princeton. Tank replacement and seismic retrofits at Cunningham and Sweeney Ridge water tanks.
Program 4-E: Encourage drought-resistant landscaping.	Implement water conservation and drought-resistant landscaping guidelines and standards	1 year	City is in full compliance with the State Model Water Efficient Landscape Ordinance which requires all new projects to comply with the State regulations for planting or replanting of drought tolerant landscaping
Program 5-A: Support the Below Market Rate Housing Ordinance.	Through education and enforcement of the Below Market Rate Housing Ordinance (adopted 2008), provide guidelines for developers to comply with the City's inclusionary housing requirements	Once a year	The Affordable Housing Impact Fee ordinance which replaced the Below Market Rate Housing program was adopted in 2016 and adjusted in November 2019. See program 3-J. The City's Affordable Housing Program Ordinance amendment has been approved by City Council in February 2021 and will become effective April 2021.
Program 5-B: Implement San Bruno's density bonus regulations.	Offer a density bonus of up to 35 percent and incentives or concessions based on the number of affordable units in the development and a flat density bonus of 20 percent for all senior housing in accordance with State density bonus regulations (Government Code 65915)	1 year	The City's Density Bonus Ordinance was adopted in 2015 and has been updated to comply with the current State law. The amended ordinance will become effective in April 2021.
Program 5-C: Provide financial incentives for affordable condominium conversions.	Create incentives for condominium conversions that provide affordable housing	1 year	No new condominium conversions application were received in 2020.
Program 5-D: Provide financial assistance to facilitate affordable housing development.	Use the Below Market Rate Housing Fund to increase, improve, and preserve the community's supply of low- and moderate-income housing in San Bruno	Once a year	No applications received in 2020. The City looks for opportunities to assist affordable housing projects.

Program 5-E: Increase the supply of housing for large families.	Encourage diversity in unit size to ensure that 3- and 4-bedroom affordable rental housing units are provided for large families.	Ongoing	City encourages a mix of unit types in TCP area.
Program 5-F: Expedite review and waive fees for affordable housing.	Continue to expedite review and waive planning and building fees for developers of affordable housing and housing for seniors and persons with disabilities	Ongoing	No requests or applications for this in 2020.
Program 5-G: Modify regulations to encourage affordable housing.	Modify development regulations in specific zoning districts to encourage housing affordable to very-low, low-, and moderate-income households	1 year	The City's amended Affordable Housing Program ordinance will require any residential development with 5 units or more to provide 15% of total units of onsite affordable units or to pay an in-lieu fee, if approved by City Council.
Program 5- H: Prevent Potential displacement of existing lower-income residents within San Bruno's Priority Development Area (PDA).	Quantify, develop and evaluate potential strategies to address displacement of lower income residents. Displacement might be direct, caused by the redevelopment of sites with existing residential properties, or indirect, caused by increased market rents as an area becomes more desirable.	2 years	The City's Affordable Housing Program ordinance requires new housing projects to provide at least 15 percent of units as affordable to lower and moderate income households. Staff provides information about resources available in San Mateo County to people seeking affordable housing and promotes the HIP Housing's Shared Housing Program.
Program 5-I: Promote the Second Unit Ordinance.	Continue to inform homeowners about the Second Unit Ordinance which permits second units by-right on appropriate residential sites.	Once a year	City Council approved the amended ADU ordinance to be consistent with State law. The ordinance will become effective in April 2021. In 2020, 55 ADU applications were received and approved.
Program 5-J: Explore and consider new strategies to increase affordable housing.	Given the loss of redevelopment agencies and the state court decision in Palmer v. City of Los Angeles (2009), which invalidated San Bruno's BMR program for rental housing, the City will explore new opportunities and strategies to facilitate financing and development of affordable housing	2 years	In 2019, City Council authorized funding to retain a professional consultant to administer the City's Affordable Housing Program to best serve the needs of San Bruno residents. Due to pandemic, staff was unable to complete the research of such consultant in 2020. However, City staff has had several conversations with potential consultants who are interested in assisting the City in implementing its Affordable Housing Program.

Program 6-A: Promote fair housing.	Continue to adhere to State and federal fair housing and non-discrimination laws to ensure that housing opportunities are provided for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, family status, or disability	1 year	City considered enacting an Urgency Ordinance in November 2019 to provide interim rent stabilization and just cause eviction protections to tenants in advance of AB 1482. Although the urgency ordinance was not adopted, the City applied the regulations stipulated in AB 1482 starting on January 1, 2020.
Program 6-B: Support organizations that provide housing services.	Cooperate with and support organizations providing housing information, counseling, and referral services, and handling complaints of housing discrimination	Ongoing	The City continues to provide financial assistance to support non-profit housing agencies that provide services benefiting San Bruno.
Program 6-C: Support shared housing programs.	Continue to support shared housing programs and to promote such programs through the Senior Center and other local agencies	Ongoing	The City provides support to the HIP Housing homesharing program. See Program 6-B.
Program 6-D: Accommodate city's share of emergency (homeless) shelter need.	Complete the process to amend the Zoning Ordinance to permit emergency (homeless) shelter facilities by right (that is, as a permitted use, without requiring a conditional use permit) to meet the City's identified need for 32 beds, in accordance with State law	1 year	Completed. City adopted an ordinance 2015 creating an emergency shelter overlay zone.
Program 6-E: Address identified need for extremely-low income and supportive housing.	Evaluate and amend the Zoning Ordinance as appropriate to comply with state law (GC Section 65583(a)(5) and investigate opportunities to create supportive housing units in accordance with the City's share of countywide need identified in the San Mateo County HOPE Plan	Once a year	Completed. Ordinance adopted in 2015.
Program 6-F: Participate in regional coordination on homelessness.	Work with other cities, agencies, and the County to address needs of the homeless.	Ongoing	City provides \$10,000 annual funding to LifeMoves and participates in the County-wide quarterly Homelessness Advisory Committee meetings. LifeMoves supports the City in working closely with homeless individuals and their families such as providing service for those who are on the street or in a vehicle. LifeMoves' ultimate goal is to establish stable housing and long-term self-sufficiency for the homeless populations

Jurisdiction	San Bruno	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

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 ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	San Bruno
Reporting Period	2020 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Table H			
Locally Owned Surplus Sites			
Parcel Identifier			
1	2	3	4
APN	Street Address/Intersection	Existing Use	Number of Units
Summary Row: Start Data Entry Below			
020-013-250	Admiral Court	Vacant	
020-013-260	Admiral Court	Vacant	

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

DRT

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Designation	Size	Notes
5	6	7
Surplus Designation	Parcel Size (in acres)	Notes

Surplus Land	0.642	vacant site
Surplus Land	0.876	vacant site

Jurisdiction	San Bruno	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	7
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		28
Total Units		35

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

Housing Applications Summary	
Total Housing Applications Submitted:	55
Number of Proposed Units in All Applications Received:	55
Total Housing Units Approved:	55
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	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

Cells in grey contain auto-calculation formulas

Jurisdiction	San Bruno	
Reporting Year	2020	(Jan. 1 - Dec. 31)

L

Please update the status of the proposed uses listed in the entity's application for funding and the c 50515.02 or 50515.03, as applicable.

Total Award Amount	\$
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Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested
Zoning Code Update	70,000	70,000
Housing Element Preparation	80,000	80,000

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Tal

Completed Entitlement Issued by Affordability Summary	
Income Level	
Very Low	Deed Restricted
	Non-Deed Restricted
Low	Deed Restricted
	Non-Deed Restricted
Moderate	Deed Restricted
	Non-Deed Restricted
Above Moderate	
Total Units	

Building Permits Issued by Affordability Summary	
Income Level	
Very Low	Deed Restricted
	Non-Deed Restricted

Low	Deed Restricted
	Non-Deed Restricted
Moderate	Deed Restricted
	Non-Deed Restricted
Above Moderate	
Total Units	

Certificate of Occupancy Issued by Affordability Summary	
Income Level	
Very Low	Deed Restricted
	Non-Deed Restricted
Low	Deed Restricted
	Non-Deed Restricted
Moderate	Deed Restricted
	Non-Deed Restricted
Above Moderate	
Total Units	

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the

150,000.00 *Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task Status
In Progress
In Progress

Table A2)

Current Year
26
0
19
50
20
0
363
478

Current Year
0
0

0
7
0
0
28
35

Current Year
0
0
0
10
0
0
8
18

e eligible uses specified in Section

Other Funding	Notes
Local General Fund	
REAP	