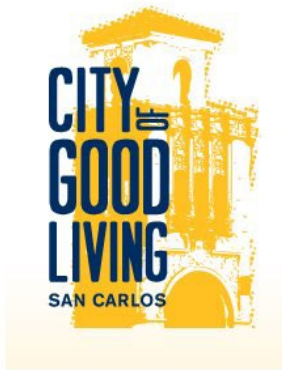


City of San Carlos Focused General Plan Update Final EIR Amendment SCH# 2021120442



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January 2023

Prepared with the assistance of MIG, Inc.

City of San Carlos
Focused General Plan Update Project
Final EIR Amendment

1. Introduction

The City of San Carlos prepared a Program environmental impact report (“EIR”) for the Focused General Plan Update Project, and circulated the Draft EIR for the Project for a 45-day public review period starting on October 14, 2022 and ending on November 28, 2022. The City then prepared the Final EIR volume, which was published on December 15, 2022, and includes revisions to the Draft EIR text, response to public comments received on the Draft EIR during the public comment period, and responses to late comments. The Final EIR for the project consists of the October 2022 Draft EIR, the December 2022 Final EIR volume, this Final EIR Amendment, and all documents incorporated therein.

On December 15, 2022, the City of San Carlos Focused General Plan Update Project Final EIR and Notice of Availability of the Final EIR and Notice of Public Hearings by the Planning Commission to be held on January 3, 2023 and by the City Council on January 23, 2023 were transmitted to the State Clearinghouse, members of the Planning Commission, City Council, agencies, commenters on the Draft EIR including agencies that commented on the Draft EIR, and other interested groups and individuals, as well as being published on the project webpage.

The Planning Commission held a public hearing on January 3, 2023 to consider the Final EIR and voted unanimously to recommend that the San Carlos City Council certify the Final EIR for the Focused General Plan Update Project as adequate and complete in compliance with the California Environmental Quality Act (“CEQA”), the State CEQA Guidelines, and the City’s Environmental Review Procedures, and as adequate and complete for consideration in making a decision on the merits of the Project.

Subsequent to the release of the Final EIR on December 15, 2022 and the January 3, 2023 Planning Commission hearing, minor changes were made to the Housing Element Housing Sites list, which is part of the EIR Project Description. Thus, this Final EIR Amendment is presenting information that addresses these items to be included in the Final EIR of the proposed Focused General Plan Update Project.

2. Additional Revisions to Draft EIR Text

Chapter 3 of the Final EIR contains text revisions to the Draft EIR in response to comments and to clarify or amplify the information provided in the Draft EIR. Section 2 of this Final EIR Amendment includes additional text revisions to either the Draft EIR text or the Final EIR text revisions presented in Chapter 5 of the Final EIR, as indicated below. The changes shown in the text revisions correct inaccuracies and clarify the analysis in the EIR. Text removed from the EIR is marked with ~~strike-out~~. New text is indicated by underline. All of the revised text supersedes the corresponding text in the October 14, 2022 Draft EIR and the December 2022 Final EIR volume, as shown below.

None of the criteria listed in CEQA Guidelines section 15088.5 (Recirculation of an EIR Prior to Certification) indicating the need for recirculation of the Draft EIR has been met as a result of the revisions. In particular:

- no new significant environmental impact due to the project or due to a new mitigation measure has been identified;
- no substantial increase in the severity of a significant environmental impact has been identified; and

- no additional feasible project alternative or mitigation measure considerably different from others analyzed in the Draft EIR has been identified that would clearly lessen the environmental impacts of the project.

The additional text revisions in this Final EIR Amendment are described and shown below.

Action HOU-1.2:

Below is an additional text edit that revises the language contained in Policy HOU-5.1 of the Housing Element Update, consistent with the changes made in response to the State Department of Housing and Community Development's (HCD) comments.

Draft EIR Chapter 4.15, page 4.15-22:

Action HOU-1.2 - Residential Rehabilitation Programs. As CDBG funds are available through San Mateo County Consortium, provide grants or loans to Low and moderate-income households for the rehabilitation of residences. Examples of eligible repairs and improvements include but are not limited to energy efficiency and water conservation improvements, removal of impediments and material barriers that obstruct accessibility, roofing, plumbing repairs, electrical repairs, exterior painting, window replacement, seismic and flooding safety repairs/adaptations, and climate resiliency adaptations.

- Promote the availability of home repair services for low-income and special needs households available from private agencies in the county.
- The City will proactively outreach to low- and moderate-income households regarding available grants or loans for residential rehabilitation throughout the planning period.

3. Draft EIR Figure Revision

Figure 3-6 Opportunity Sites Inventory contained in the Draft EIR has been updated to more accurately show the actual Opportunity Sites described in the Draft EIR. The updated Figure 3-6 is shown below.

Legend

Residential Sites

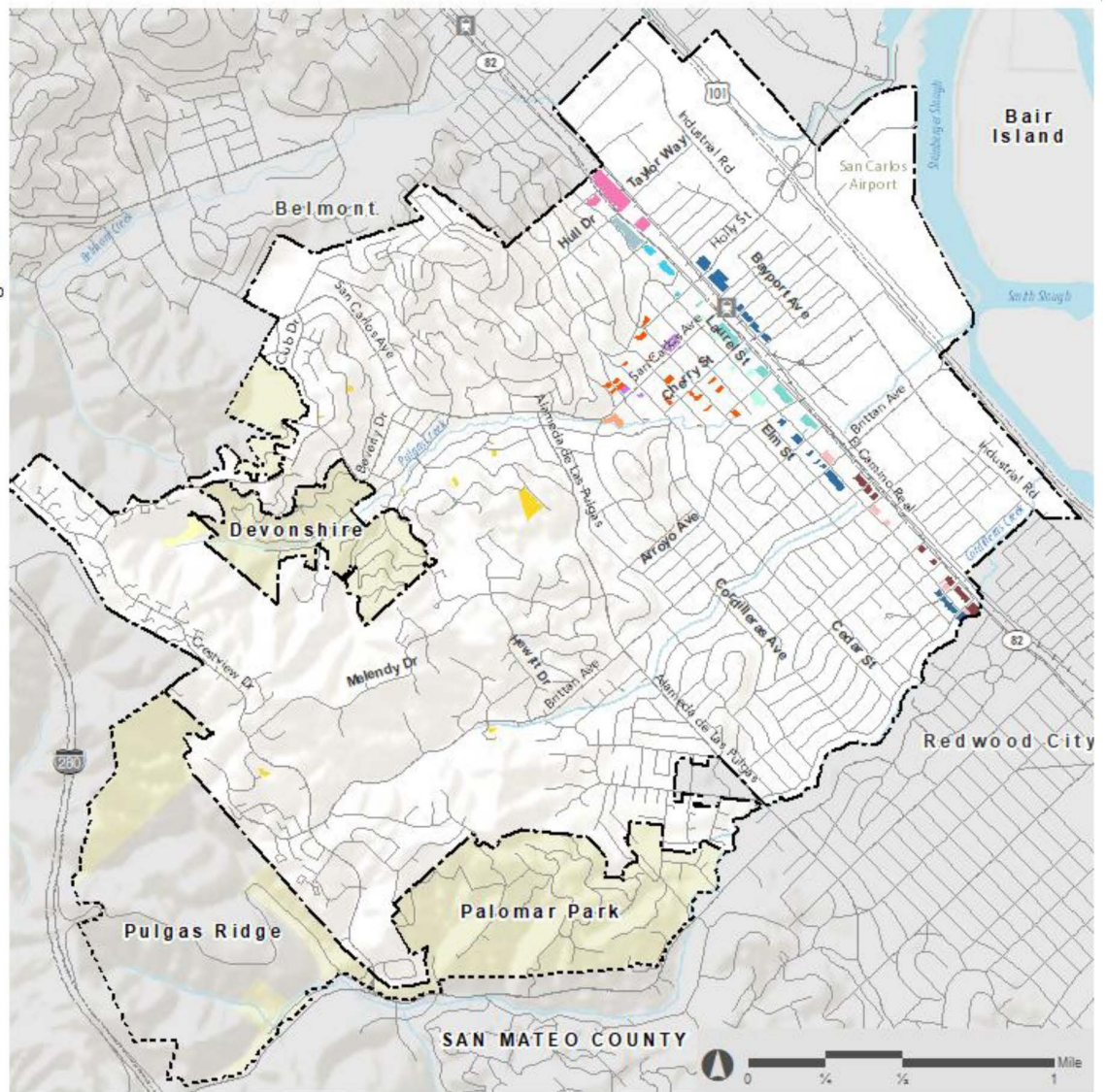
- Residential - Single Family, RS-3
- Residential - Single Family, RS-6
- Residential - Multi-Family, RM-89
- Residential - Multi-Family, RM-100

Mixed Use Sites

- Mixed Use, MU-D-100
- Mixed Use, MU-D-120
- Mixed Use, MU-DC-100
- Mixed Use, MU-N-40
- Mixed Use, MU-N-50
- Mixed Use, MU-N-120
- Mixed Use, MU-NB-120
- Mixed Use, MU-SB-100
- Mixed Use, MU-SB-120
- Mixed Use, MU-SC-120

- City of San Carlos Boundary
- Sphere of Influence
- Caltrain Railroad and Stations
- Streets
- Waterbodies
- Surrounding Jurisdictions

January 2023
 Sources: United States Census Bureau, 2019. City of San Carlos, County of San Mateo, Urban Footprint, 2020.



Source: San Carlos General Plan 2020; MIG 2022

Figure 3-6 Opportunity Sites Inventory

Focused General Plan Update

4. Appendix B

Appendix B of the Draft EIR contains complete copies of the Housing Element Update and Environmental Safety and Public Services Element Update. The revised Housing Element Update containing revisions made in response to the HCD's comments is attached in the Appendix to this Amendment.

APPENDIX

**San Carlos Focused General Plan Update
Project: Land Use, Housing, Safety Element
Updates and Accompanying Zoning Ordinance
Amendments**

**Appendix B: Housing Element Update and
Environmental Safety and Public Services
Element Update**

Contents

143 Housing Goals, Policies, and Actions

3652 Summary of Quantified Objectives

Housing Goals, Policies, and Actions

San Carlos' mission is to provide high-quality services and facilities to its residents in an equitable, sustainable, transparent, responsive, and friendly manner to foster an inclusive, safe, and healthy community now and in the future.

San Carlos takes its mission to heart in developing and implementing its Housing Element. San Carlos is committed to actively encouraging, supporting, and facilitating the creation of a safe, inclusive, diverse, and affordable supply of housing for all income levels. This includes implementing housing policies that expand and preserve its affordable housing stock, encourages greater access to housing, and minimizes the displacement of vulnerable residents. To that end, this Housing Element outlines an implementation plan through goals, policies, and implementing actions. Goals are long-range, broad, and comprehensive targets. They may not necessarily be measurable nor achievable in the lifespan of this General Plan; rather, they describe an intention for the future outcome the community would like to achieve. Policies are focused and specific instructional guidelines and are resources to draw upon during the City's decision-making process. The goals and policies are implemented through a series of housing actions. Actions identify specific programs the City will undertake toward putting each policy into action as a means to achieve goals.

The goals, policies, and actions were intentionally developed and written in response to identified housing needs in the community, constraints confronting the city, and resources

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available to address the housing needs. This Housing Element will guide San Carlos housing policy through the 2023-2031 planning period. San Carlos' housing goals, policies, and actions address the major housing needs identified by State law ([Government Code §65583\[c\]](#)):

- Identify adequate sites, with appropriate zoning and development standards and services to accommodate the locality's share of the regional housing needs for each income level;
- Assist in the development of adequate housing to meet the needs of extremely low, very low, low, and moderate-income households;
- Address and, where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for people at all income levels, as well as housing for people with disabilities;
- Preserve and improve the condition of the existing affordable housing stock and preserve assisted (i.e., subsidized) housing developments at risk of conversion to market-rate housing; and
- Promote equal housing opportunities for all people, regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

In addition, San Carlos' two guiding principles supporting San Carlos' mission statement for housing are:

- Housing in San Carlos supports an economically and socially diverse population.
- Housing in San Carlos creates and supports vibrant neighborhoods and a cohesive sense of community.

GOAL HOU-1: PRESERVATION AND IMPROVEMENT OF THE QUALITY AND LIVABILITY OF EXISTING HOUSING AND NEIGHBORHOODS.

POLICIES

POLICY HOU-1.1

Existing Residential Neighborhoods. Preserve and improve the quality and livability of existing residential neighborhoods through neighborhood improvements and housing rehabilitation programs.

POLICY HOU-1.2

Lower Income Residents Displacement. Minimize potential displacement of existing lower income residents due to increasing housing prices and rents.

POLICY HOU-1.3

Climate Mitigation and Adaptation Plan. Pursue strategies identified in the Climate Mitigation and Adaptation Plan to be support housing that is resilient to climate change. **ACTIONS**

ACTION HOU-1.1

Rental Inspection Program. Continue the Rental Inspection Program to preserve and improve existing housing stock and neighborhood quality.

Timeframe: Ongoing; annually conduct approximately 240 inspection visits

Responsible Agency: Building Division

Funding Sources: Community Development Department Budget

ACTION HOU-1.2

Residential Rehabilitation Programs.

- As CDBG funds are available through San Mateo County Consortium, provide grants or loans to low- and moderate-income households for the rehabilitation of residences. Examples of eligible repairs and improvements include but are not limited to energy efficiency and water conservation improvements, removal of impediments and material barriers that obstruct accessibility, roofing, plumbing repairs, electrical repairs, exterior painting, window replacement, seismic

and flooding safety repairs/adaptations, and climate resiliency adaptations.

- Promote the availability of home repair services for low-income and special needs households available from private agencies in the county.
- The City will proactively outreach to low- and moderate-income households regarding available grants or loans for residential rehabilitation throughout the planning period.

Timeframe: Continue to participate in the San Mateo County Consortium; add information on home repair organizations to the City's website in 2024, meet with affordable housing developers in 2024 to discuss rehabilitation opportunities; engage in proactive outreach to low-and-moderate income households annually.

Responsible Agency: Housing and Planning Divisions

Funding Sources: Community Development Department Budget, CDBG, San Mateo County Consortium

ACTION HOU-1.3

Preservation of At-Risk Housing. Retention of subsidized (i.e., assisted) housing is a critical part of maintaining the supply of affordable housing in San Carlos. San Carlos will continue to monitor the affordability of existing deed-restricted units and coordinate with property owners to encourage the retention of affordability of these units. At this time, San Carlos has no units

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at-risk of converting to market rate in the next ten years; however, programs are included in the unforeseen event that affordable units become at-risk during or immediately following the Housing Element period.

- Annually monitor the affordability status of at-risk rental units.
- Maintain and update the City's list of nonprofit and community-based organizations to contact regarding possible ownership and management of the at-risk units if they are in imminent risk of conversion.
- In the event a project becomes at risk of converting to market-rate housing, work with property owners or other interested non-profit housing providers to preserve the units as affordable housing.

Timeframe: Ongoing; Annually monitor/report the affordability status of at-risk rental units as part of the Annual Progress Report process; Contact owners with expiring covenants two years in advance of the expiring covenant

Responsible Agency: Economic Development and Housing Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-1.4

Code Enforcement. San Carlos encourages the maintenance and improvement of housing for all income levels through its Code

Enforcement Program. The goal of code enforcement is to minimize deferred maintenance and eliminate health and safety problems.

- Continue to implement the Code Enforcement program to bring substandard housing units into compliance with City building and property maintenance codes.
- Continue to refer eligible households to the available resources provided by nonprofits in the region, and as feasible connect with local volunteer groups for rehabilitation support.
- Continue to evaluate staffing and funding to ensure adequate resources for the Code Enforcement Program.

Timeframe: Ongoing

Responsible Agency: Building Division

Funding Sources: Community Development Department Budget

GOAL HOU-2: HIGH QUALITY, HIGHER-DENSITY, MULTI-FAMILY HOUSING LOCATED CLOSE TO TRANSIT, IN DOWNTOWN, AND ALONG SAN CARLOS AVENUE AND EL CAMINO REAL**POLICIES****POLICY HOU-2.1**

Design Quality. Promote well-designed multi-family housing and mixed-use projects in the Downtown area and along San Carlos Avenue and El Camino Real.

POLICY HOU-2.2

Complete Streets. Promote development that supports the City's [Complete Streets Policy](#), [Bicycle and Pedestrian Master Plan](#), and a pedestrian- and bicycle-friendly environment.

ACTIONS**ACTION HOU-2.1**

Small Lot Development and Lot Consolidation Incentives – Citywide. As taller and denser housing developments are constructed as a result of the City Density Bonus and revisions to the Zoning Ordinance, determine whether additional incentives are necessary for the development of small and odd-shaped lots and/or lot consolidation. Incentives could include:

- Rounding up when calculating allowable units to encourage lot consolidation.
- Providing technical assistance, such as land development counseling by Community Development staff, with consolidation or development of small and odd-shaped lots.
- Conduct proactive outreach by advertising lot consolidation and potential site opportunities to existing property owners and prospective developers. Advertising efforts may include the preparation and distribution of a brochure with information about program incentives and an invitation to attend a working session to discuss opportunities for lot consolidation or the development of small and odd-shaped lots.
- Providing priority processing for affordable housing and projects that exceed minimum BMR requirements.
- Continue to provide fee deferrals and waivers for 100% affordable housing projects.

Timeframe: Ongoing; conduct a review to assess the City Density Bonus and density, height, and parking standards in the Zoning Ordinance in 2025; as needed identify additional incentives and present options to Council in 2026; review this action item on an annual basis to evaluate its effectiveness and make recommendations as needed; conduct proactive outreach annually.

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Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-2.2

Small Lot Development and Lot Consolidation Incentives – Downtown. As part of the 2022-2024 Downtown Specific Plan project, identify new incentives for small lot development and/or lot consolidation. The program may include incentives ~~for small lots~~ such as:

- Increasing allowable zoning density
- Relaxed development standards (including parking reductions for small lots)
- Streamlined permitting process
- City financial contributions, as well as other density bonuses, incentives and concessions that are otherwise required by State density bonus law for the provision of higher levels of affordable housing.
- Rounding up when calculating allowable units to encourage lot consolidation.
- Providing technical assistance, such as land development counseling by Community Development staff, with consolidation or development of small and odd-shaped lots.

- Conduct proactive outreach by advertising lot consolidation and potential site opportunities to existing property owners and prospective developers. Advertising efforts may include the preparation and distribution of a brochure with information about program incentives and an invitation to attend a working session to discuss opportunities for lot consolidation or the development of small and odd-shaped lots.
- Providing priority processing for affordable housing and projects that exceed minimum BMR requirements.
- Continue to provide fee deferrals and waivers for 100% affordable housing projects.

Timeframe: Adopt a new Downtown Specific Plan with small lot development incentives by December 2025; review this action item on an annual basis to evaluate its effectiveness and make recommendations as needed; conduct proactive outreach annually

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

GOAL HOU-3: ASSIST IN THE DEVELOPMENT OF NEW HOUSING THAT IS AFFORDABLE AT ALL INCOME LEVELS.**POLICIES**

POLICY HOU-3.1

Housing Choices. Encourage a diversity of high-quality housing in various types, locations, and price ranges for present and future residents.

POLICY HOU-3.2

Affordable Housing. Provide financial and technical assistance or referrals to facilitate the development of affordable housing.

POLICY HOU-3.3

Home Ownership. Encourage home ownership opportunities for households of all income levels.

POLICY HOU-3.4

Rental and Owner Housing Balance. Encourage an even distribution of rental and ownership properties throughout the city and ensure developers are aware of the City Density Bonus provisions that encourage rental housing developments.

POLICY HOU-3.5

Income Distribution of Lower Income Affordable Housing. Encourage housing units affordable to extremely low, very low and low-income households, consistent with the identified regional housing need for San Carlos.

POLICY HOU-3.6

Housing Preferences. Provide housing policies and programs that give preferences, where allowable by law, to households with members who live or work in San Carlos or are employees of the City of San Carlos, and school, fire, and police districts that serve San Carlos.

ACTIONS

ACTION HOU-3.1

Housing Options for Special Needs and Extremely-Low Income Households. Extremely low-income households and households with special needs have limited housing options. To meet the needs of special needs groups, innovative housing options should also be implemented.

- ~~Funding Low, Very Low, and Extremely Low-Income and Special Needs Housing.~~ Continue to apply the commercial/housing linkage fee to fund affordable housing and monitor fee amount to ensure it reflects market conditions. Encourage concurrent production of on or off-site affordable housing, in lieu of fee payment.

Collaborate with existing and new major employers to encourage the development and funding of more affordable housing. ~~Monitor and pursue county, state, and federal funding programs and sources for the creation of affordable housing.~~

- Offer financial and technical assistance for housing development projects for persons with special needs.
- As part of the Housing Element Annual Progress Report, track and report the number of new affordable housing units providing a preference for people with special needs, including seniors, homeless, people with developmental disabilities, etc. that are added to the housing stock each year.
- Monitor and pursue county, state, and federal funding programs and sources for the creation of affordable housing. Prioritize available housing funding to assist in the development of housing affordable to extremely low-income households and other special needs populations. Conduct annual proactive outreach to identify development opportunities and funding and incentives for special needs housing.
- Proactively contact non-profit service providers and developers for persons with disabilities and other special needs groups and notify them about funding opportunities, as they become available.
- Continue to consult with the San Mateo County Center on Homelessness to further align efforts and coordinate homeless services.

Timeframe: Ongoing; re-evaluate opportunities for construction in-lieu of fee payment in 2024; collaborate with city's 10 largest employers at least every other year; annually monitor and pursue funding and pursue opportunities through county, state, and federal funding programs and sources to leverage City funds; offer funding and technical assistance to projects as they are proposed, acquire property, or issue a Notice of Funding Availability when sufficient funds are acquired; conduct proactive outreach to identify development opportunities, funding, and incentives for housing affordable to extremely low-income and other special needs households and report annually through the Housing Element Annual Report.

Responsible Agency: Planning, Economic Development, and Housing Divisions

Funding Sources: Community Development Department Budget, San Carlos Housing Authority, City of San Carlos BMR Funds

ACITON HOU-3.2

Below Market Rate (BMR) Ordinance.

- Continue to implement the City's Below Market Rate (BMR) Ordinance requirements for rental and ownership development.

- Establish a process for granting priority permit processing status for approved housing projects that exceed the City's minimum BMR requirement.
- Evaluate the BMR Ordinance's density bonuses, incentives, and concessions to determine they continue to make the production of affordable housing feasible. As part of this process, consult with local non-profit affordable housing developers to identify potential revisions that would better support development of affordable housing, and especially Low-Income Housing Tax Credit financed housing. Revise as necessary.

Timeframe: Ongoing; establish priority permit processing in 2024; re-evaluate the BMR Ordinance in 2024 and update as needed

Responsible Agency: Planning, Economic Development, and Housing Divisions

Funding Sources: Community Development Department Budget, San Carlos Housing Authority, City of San Carlos BMR Funds

ACTION HOU-3.3

Facilitate the Legalization and Construction of Accessory Dwelling Units (ADUs).

- Support the development of accessory dwelling units during the planning period and as new State laws modify

accessory dwelling unit requirements, update the City's ordinance to comply. The City last updated its ADU ordinance in August 2022. The City will draft amendments to address laws passed in 2022, including AB 2221 and SB 897 to reflect an up-to-date ordinance compliant with Government Code Section 65852.2.

- Collaborate with surrounding jurisdictions through the 21 Elements working group to determine best approach for tracking affordability throughout the planning period.
- Encourage the legalization of unpermitted accessory dwelling units to better ensure that they are safe and habitable. As sunset date of [San Carlos Municipal Code Section 18.23.210\(H\)](#) approaches, consider an extension, based on history of use of this provision and anticipated ongoing need.
- Work with other regional/agencies countywide partnerships to identify potential funding sources for ADU construction.
- Meet with three or four ADU builders to discuss needs and best practices. Review best practices from other cities for "pre-approved" ADUs and expedited review. Create submittal materials with documentation to facilitate expedited review. Update the City's website and include links to "pre-approved" plans. Conduct ongoing outreach with community.

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- Review and as new information is available, update public education materials on accessory dwelling units, including planning and building requirements, streamline processing, funding possibilities, and other resources.
- Encourage local agencies, districts, and utility providers to reduce hook-up or other fees to facilitate the development of accessory dwelling units.
- Prioritize ADU applications to be consistent with Government Code Section 65852.2(a)(3) requirements for approval/denial within 60 days from the date a completed application is received.

Timeframe: Ongoing; update the ADU ordinance by June 2023; as new State laws modify accessory dwelling unit requirements, update the City's ordinance within a timely manner (i.e., within six months); San Carlos Municipal Code Section 18.23.210(H) - 2028; work with 21 Elements - 2023; funding and pre-approved plans - 2024; establish priority process in development review in 2023 all others - Ongoing

Responsible Agency: Planning and Building Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-3.4

First-time Homebuyer Programs. Direct prospective first-time homebuyers to HEART or other County programs intended for

first time homebuyers. Encourage the use of these programs though annual outreach and education. Maintain and provide information on local BMR ownership units that are resold.

Timeframe: Ongoing; update information on the City's website at least annually; conduct outreach annually to direct prospective first-time homebuyers to available resources.

Responsible Agency: Economic Development and Housing Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-3.5

Rental Voucher Program.

- Continue to implement the BMR ordinance, which specifies Housing Choice Voucher (Section 8) eligibility in the BMR program.
- Continue to work with the San Mateo County Department of Housing and nonprofit organizations to implement Housing Choice Voucher Rental Assistance programs. Continue to provide information on the Housing Choice Voucher program, including new legal requirements pursuant to SB 329, which prohibits housing discrimination on the basis of source of income (including Housing Choice Vouchers).
- Continue to collaborate with other cities in San Mateo County, regional organizations, and/or nonprofit

organizations to evaluate and quantify potential discrimination against Housing Choice Voucher users or other rental assistance voucher programs. Continue to develop and act upon measures to address these issues.

Timeframe: Ongoing; update the City’s website annually

Responsible Agency: Economic Development and Housing Divisions

Funding Sources: HUD

ACTION HOU-3.6

State Density Bonus Law Consistency.

- Monitor State legislation as changes are made to [Government Code §65915](#); update the City’s density bonus programs accordingly.

Timeframe: Ongoing; annually monitor State legislation and update the City’s ordinances as needed

Responsible Agency: Planning and Economic Development and Housing Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-3.7

No Net Loss. [Government Code §65863](#) states that no jurisdiction shall “reduce, or require, or permit the reduction of, the residential density for any parcel to, or allow development of any parcel at, a lower residential density, or allow development at a

lower residential density than projected” for properties identified in the Housing Element sites inventory unless the jurisdiction makes written findings that the reduction is consistent with the General Plan, and that the remaining sites identified in the Housing Element are adequate to accommodate the jurisdiction’s need.

- Develop and maintain a sites inventory throughout the planning period.
- Evaluate residential development proposals for consistency with goals and policies of the General Plan and the 2023-2031 Housing Element sites inventory and make written findings that any density reduction is consistent with the General Plan and that the remaining sites identified in the Housing Element are adequate to accommodate the RHNA by income level.
- If a proposed reduction of residential density will result in the residential sites inventory failing to accommodate the RHNA by income level, identify and make available additional adequate sites to accommodate its share of housing need by income level within 180 days of approving the reduced density project.

Timeframe: Sites Inventory – 2023, All Others - Ongoing

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-3.8

Replacement of Units on Sites. Pursuant to [Government Code §65583.2\(g\)\(3\)](#), require the replacement of units affordable to the same or lower income level as a condition of any development on a nonvacant site identified in the Housing Element consistent with those requirements set forth in [Government Code §65915\(c\)\(3\)](#). Replacement requirements shall be required for sites identified in the inventory that currently have residential uses, or within the past five years have had residential uses that have been vacated or demolished, and:

- Were subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of low- or very low-income; or
- Subject to any other form of rent or price control through a public entity's valid exercise of its police power; or
- Occupied by low- or very low-income households

For the purpose of this program "previous five years" is based on the date the application for development was submitted.

Pursuant to [Government Code §66300\(d\)](#) (Chapter 654, Statutes of 2019 (SB 330)), the City shall not approve a housing development project that will require the demolition of residential dwelling units regardless of whether the parcel was listed in the inventory unless a) the project will create at least as

many residential dwelling units as will be demolished, and b) certain affordability criteria are met.

To provide clarity in the development process, the City will modify the Zoning Ordinance to reference these requirements.

Timeframe: ~~Ongoing~~ Routinely as part of the housing development approval process, require replacement of any of units if (a) they are planned to be demolished for purposes of building new housing, and (b) they are determined to be occupied by low-income households, require the provision of assistance to prevent displacement of lower-income households due to loss of affordable units. Draft an amendment to the Zoning Ordinance to implement/reference replacement requirements of State law and bring to hearings by 2024.

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-3.9

Development on Nonvacant Sites. Promote residential development on nonvacant sites by:

- Targeting nonvacant sites identified in the Housing Element as priorities for fund allocation as funds are available.
- Building on outreach conducted during the Housing Element update, continue to proactively outreach to

property owners with a survey on how the city can support redevelopment/new housing efforts.

Timeframe: Ongoing; proactively outreach to property owners in 2023 and, in response to any additional identified constraints, draft amendments to existing policies and procedures and bring to hearings by 2024.

Responsible Agency: Planning Division

Funding Sources: Departmental Budget

ACTION HOU-3.10

Anti-Displacement Strategies. The City will take the following actions to reduce displacement risk due to discriminatory actions:

- Fair Housing Counseling. Ensure all tenants have access to legal counseling, and landlords are aware of their rights and responsibilities. Support coordination of biannual workshops for landlords and property managers on discriminatory practices, reasonable accommodation requirements, and resources and an annual presentation to staff on fair housing practices, beginning in 2023.
- Rental Audits. Provide support to fair housing providers to continue to conduct annual audits of housing providers to ensure compliance with fair housing laws.
- Fair Housing Case Monitoring. In 2027, upon completion of 2 iterations of biannual landlord and property manager workshops and 4 consecutive rental audits, meet with

local fair housing providers, including Project Sentinel, to assess effectiveness of fair housing programs and identify additional strategies if needed.

- Fair Housing Outreach Program. Include information or links to information on the City's website in 2023 (with annual updates) and provide printed informational materials in City buildings with information on the fair housing counseling program, tenant protections, and other resources to reduce displacement risk.
- Additional Strategies. Based on the above efforts, if additional strategies are required, conduct a study to
~~Explore the following strategies to minimize resident displacement: implementing~~
- Additional Tenant protection policies- and
- ~~S~~upport local efforts to create a community land trust or a housing preservation fund

Timeframe: Refer to individual bullets for specific timeframes. Consult with tenants' rights advocates and stakeholders, complete analysis, and hold a hearing with City Council to adopt anti-displacement strategies by 2026

Responsible Agency: Planning, Economic Development, and Housing Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-3.11

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Access to Opportunity. Noting historical inequities amplified/perpetuated by single family zoning, encourage small units in residential neighborhoods through development of ADUs, JADUs, and SB 9 units.

- See Action HOU-3.3 for specific measures to incentivize ADUs in San Carlos.
- Review the City's Zoning Ordinance and Subdivision Ordinance and ~~implement updates~~ amend as needed to provide clarity and facilitate housing development under SB 9 in compliance with State law. These include adopting updated definitions, use regulations, development standards, and ministerial processes based on the outcome of a complete SB 9 analysis. As revisions to State law occur in the future, update the City's Zoning Ordinance and Subdivision Ordinance accordingly.

Timeframe: Bring SB 9 ordinance for consideration by City Council in Fall 2023. Production and affordability will be monitored every two years thereafter and alternative actions will be implemented if necessary to meet the RHNA. Conduct proactive outreach to housing developers and property owners to promote the SB 9 ordinance through information on the City's website, the Good City newsletter (mailed to all property owners and renters), at least two times during the planning period.

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-3.12

Reduce Costs Associated With The Development Of Affordable and Special Needs Housing. The City defers and waives fees for affordable housing developments to provide local match contributions and facilitate projects. The City will continue to r~~Reduce~~ or waive development impact fees to facilitate 100% affordable and special needs housing, including housing for extremely low-income and persons living with disabilities (including persons with developmental disabilities).

Timeframe: Ongoing

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU 3.13

Reevaluate the City Density Bonus Provisions. In 2022, the City amended its City Density Bonus program to allow rental projects to add bonus market rate units at a ratio of 4:1 for each very-low Income unit and 2:1 for each low-income unit that is included in a development project. This City Density Bonus program currently applies citywide to rental housing developments, where multi-units and mixed-use projects are a permitted land use. In conjunction with the Housing Element update to meet the RHNA, modifications to allowable density, building height, and number of stories are proposed (see Action HOU-4.2), and it is understood that the State Density Bonus allows developments to

go beyond the City's height limits to fit all the units to which the project is entitled by the bonus. Under this action, staff will evaluate the City Density Bonus biannually to review use and implementation of the revised City Density Bonus and, as needed, to identify if the City Density Bonus should be revised to target particular areas rather than apply the Bonus uniformly throughout the City, based on place and in areas that are least impactful. Use an equity lens to ensure affordable housing and density bonuses are not concentrated in any one particular area of the community.

Timeframe: Ongoing; conduct a review to assess the City Density Bonus based on place and present options to Council in 2024; reevaluate biannually thereafter.

Responsible Agency: Economic Development, Housing, and Planning Divisions

Funding Sources: Community Development Department Budget

**GOAL HOU-4: REMOVE OR MITIGATE
GOVERNMENTAL CONSTRAINTS
INHIBITING THE PROVISION OF
ADEQUATE, AFFORDABLE HOUSING
THROUGHOUT SAN CARLOS**

POLICY

POLICY HOU-4.1

Remove and/or mitigate potential governmental constraints to the provision of housing at all income levels.

ACTIONS

ACTION HOU-4.1

Adequate Sites to Meet Regional Fair Share of Housing Growth. The 2009 General Plan and accompanying 2011 Zoning Ordinance allows a variety of housing types, with densities ranging from one to six units per acre in single-family zoning districts, up to 59 units per acre along San Carlos Avenue, and up to 50 units to the acre in downtown San Carlos. In support of this 6th cycle Housing Element update, the City:

- proposes to create a new multifamily residential zoning category allowing a net density of up to 100 units per acre and proposes to increase mixed use densities up to 120 units per acre, and
- developed a parcel-specific inventory of sites suitable for future residential development

4 2023 HOUSING ELEMENT: HOUSING PLAN



The City will:

- Continue to provide appropriate land use designations and zoning districts consistent with regional housing needs.
- Maintain an inventory of potential sites to provide to developers in conjunction with information on development incentives for affordable units.
- As part of the Housing Element annual reporting process, evaluate project development against the sites inventory to ensure compliance with [Government Code §65863](#).
- Continue to pursue implementation of the General Plan through completion and adoption of implementing zoning regulations and specific plans.
- Encourage senior housing and housing suitable for persons with disabilities and other special needs (including assisted living). See Action HOU-3.1 for specific commitments to encourage senior and other special needs housing.

Timeframe: Ongoing; Establish new multifamily residential zones and upzoning of mixed-use zones as part of the Zoning Ordinance revisions to be adopted by January 2023

Responsible Party: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-4.2

Zoning Ordinance Revisions. Enact the following zoning changes:

- 1) Create new zones; increase density, FAR, heights, number of stories; and provide minimum densities as shown in Table 4.2-1. Height limits maximum include both feet and stories (i.e. a three-story building must not exceed the height limit of 35 feet). A 35-foot height limit is considered ample to accommodate a three-story multi-family structure (floor-to-floor stories are generally 10 feet for residential).
- 2) Continue to allow ground floor residential uses in the MU-D-100, MU-SC-120, and MU-SB-100 zones. Evaluate, as part of the new Downtown Specific Plan process, additional areas (on side streets and outside of the Downtown Core) where ground-floor residential uses may also be allowed.
- 3) Remove minimum private open space requirement for residential in Mixed Use and Multi-unit zoning districts (retaining only the common/public open space requirement).
- 4) For residential only development, remove additional required setbacks (i.e., removing requirement to follow RM-59 zoning setbacks) in Mixed Use zones.
- 5) Remove guest parking in all RM and Mixed-Use zones.

- 6) Remove Section 18.05.030.C side and rear yard building wall stepback requirements for mixed use and multi-family housing developments, specifically provisions pertaining to stepbacks associated with portions of the building wall containing and extending three feet on either side of any window in living rooms, primary rooms, sleeping rooms, and any other walls containing windows.
- 7) Allow multi-family residential use in the Public (P) zoning district as an accessory use to allowed uses such as onsite religious institutions and schools according to the development standards of the RM-20 zone, but without minimum density.
- 8) Strengthen incentives for transit-oriented development by updating the Zoning Ordinance to reference/incorporate the minimum parking prohibitions associated with AB 2097,

effective January 1, 2023, within 0.5 miles of public transit (as defined in AB 2097) in all zoning districts.

Timeframe: Identify areas appropriate for ground-floor residential uses within the Downtown Specific Plan area and bring to City Council for consideration by summer 2024; all others January 2023; if the City is not on track to achieve housing goals by 2026, identify and bring to City Council for hearing additional revisions necessary to the Zoning Ordinance or other measures to encourage housing development

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

Table 4.4-5: Proposed Changes to Zoning Densities and Heights (2023)

Zone		Maximum Density (du/ac)		Minimum Density (du/ac) ²		FAR		Building Height (feet)			Building Stories (stories)	
Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Proposed	Existing	Proposed
MU-N	MU-N-40	20	40	n/a	30	2.0	2.5	50; 30	50	35 along East San Carlos Avenue in MU-N District	4	4 ⁽¹⁾
MU-N	MU-N-50	20	50	n/a	38	2.0	2.5	along East San	50		4	4
MU-N	MU-N-120	20	120	n/a	90	2.0	3.0	Carlos	75		4	6
MU-DC	MU-DC-100	50	100	n/a	75	2.5	2.5	Avenue in MU-N District	50		4	4
MU-D	MU-D-100	50	100	n/a	75	2.5	3.0		60		4	5

Table 4.4-5: Proposed Changes to Zoning Densities and Heights (2023)

Zone		Maximum Density (du/ac)		Minimum Density (du/ac) ²		FAR		Building Height (feet)			Building Stories (stories)	
MU-D	MU-D-120	50	120	n/a	90	2.5	3.0	30 within 40 ft of an RS district 40 within 50 ft of an RS district	75	35 within 40 ft of an RS district	4	6
MU-SC	MU-SC-120	59	120	n/a	90	3.0	3.0		75		4	6
MU-NB	MU-NB-120	50	120	n/a	90	2.5	3.0		75	40 within 50 ft of an RS district	4	6
MU-SB	MU-SB-100	50	100	n/a	75	2.5	3.0		60		4	5
MU-SB	MU-SB-120	50	120	n/a	90	2.5	3.0		75		4	6
RM-20	RM-20	20	20	n/a	15	0.75	0.75	35	35		3	3
RM-59	RM-59	59	59	n/a	45	2.0	2.0	50	50		4	4
--	RM-100	n/a	100	n/a	75	N/A	3.0	n/a	60		n/a	5

(1) 3 stories along E. San Carlos Ave. in MU-N-40 district

(2) The City of San Carlos Zoning Ordinance does not have a minimum density requirement; with this update, a minimum density threshold is proposed.

ACTION HOU-4.3

Outreach: New Development Standards. Prepare, publicize, and provide applicants and developers with materials highlighting the City's revised zoning standards (Action HOU-4.2) intended to encourage the production of housing at all income levels.

Timeframe: New Zoning Standards' Materials Preparation – 2023

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-4.4

Objectivity and Streamlining in Development Regulations. Reduce the cost of building housing through, streamlining and clear and objective standards in development regulations.

- Review the Zoning Ordinance and craft revisions that support objective design standards consistent with the Housing Accountability Act. Adoption of objective design standards will facilitate high-quality residential development and compliance with State objectives.
- ~~Revise the Design Review Criteria~~ Revise the Design Review criteria and findings to be fully objective and to provide local guidance on design and standards for by-right projects as allowed by state law, removing subjectivity from findings and approval processes, thereby reducing permit review timeframes.

- Revise the Conditional Use Permit findings for any special residential uses that require a CUP but are also covered by the Housing Accountability Act to be fully objective and to provide local guidance on design and standards for by-right projects as allowed by state law, removing subjectivity from findings and approval processes.
- Reduce the permitting time for residential projects (especially 100% affordable projects) through consideration of by-right approvals, reduced number of hearings, and objective design standards.
- To accommodate future SB 35 applications and inquiries, create and make available an informational packet that explains SB 35 streamlining provisions in San Carlos and provides SB 35 eligibility information.

Timeframe: Objective Design Standards – citywide, by end of 2023; Objective Design Standards - within the Downtown Specific Plan boundary, by spring 2024; develop informational materials on SB 35 ~~in 2025~~ by end of 2023; re-evaluate permit review times biennially; if review times do not decrease, implement additional measures to reduce processing time.

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

4 2023 HOUSING ELEMENT: HOUSING PLAN



ACTION HOU-4.5

Water and Sewer Service Providers.

Immediately upon adoption, deliver the Housing Element to all providers of sewer and water service serving San Carlos, in accordance with [Government Code §65589.7](#).

- As the local sewer provider, establish procedures to grant priority sewer service to developments with units affordable to lower-income households.

Timeframe: Within one month of the Housing Element adoption deliver the Housing Element to providers; establish priority policy for sewer provision in 2024

Responsible Agency: Planning and Engineering Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-4.5

Noise. Align City noise policies in accordance with federal and State law.

Timeframe: Review citywide noise standards and ordinances to identify any necessary changes to reduce constraints to housing development; based on analysis, bring any necessary revisions to hearings by December 2024.

Responsible Agency: Housing and Planning Divisions

Funding Sources: Community Development Department Budget

GOAL HOU-5: ADEQUATE HOUSING FOR SPECIAL NEEDS POPULATIONS.

POLICIES

POLICY HOU-5.1

Special Needs Population Housing. Promote the development and rehabilitation of housing to meet the needs of special needs groups, including seniors, persons with disabilities, the homeless, people with illnesses, people in need of mental health care, single parent families, large families, farmworkers, and others.

POLICY HOU-5.2

Single-Room Occupancy and Efficiency Apartments. Support the inclusion of Single Room Occupancy (SRO) units and efficiency apartments in higher density neighborhoods and mixed-use areas.

POLICY HOU-5.3

Emergency Shelters, Transitional, and Supportive Housing. Support programs to provide for a continuum of care for persons who are homeless including emergency shelters, transitional housing, and supportive housing.

POLICY HOU-5.4

Universal Design. Encourage the use of universal design principles to develop housing that is accessible to households with special needs.

POLICY HOU-5.5

Senior Housing. Provide for a variety of housing options and affordability levels for seniors, including independent living, assisted living, and nursing home care facilities, especially within walking distance of services and transit routes and in multi-family areas. Encourage senior housing that provides on-site recreational activities, medical care, and personal services that enhance the quality of life for residents.

POLICY HOU-5.6

Home Sharing. Support home sharing as a viable option to make efficient use of existing housing and as an alternative to building more housing in some areas to help address the housing needs of seniors, people living with disabilities, people at risk of homelessness, and homes with a female head of household.

ACTIONS

ACTION HOU-5.1

Emergency Shelters, Supportive and Transitional Housing.

- Implement standards contained in the Zoning Ordinance to accommodate the need for emergency shelters, supportive housing, and transitional housing.
- Review and modify the Zoning Ordinance as needed to comply with AB 101 requirements. AB 101 requires that Low-Barrier Navigation Centers be allowed by right in areas zoned for mixed-use and nonresidential zones permitting (by right or conditionally) multi-family uses.
- Review and modify the Zoning Ordinance as needed to comply with AB 2162 requirements to allow for modifications for required parking for units occupied by supportive housing residents that are located within one-half mile of a public transit stop.
- Review and modify the Zoning Ordinance as needed to comply with Government Code Section 65583(4)(a) to subject emergency shelters only to those development and management standards that apply to residential or commercial development within the same zone. Revise the Zoning Ordinance to require emergency shelter parking only to be sufficient to accommodate all staff working in the emergency shelter, provided that the standards do not require more parking for emergency shelters than other residential or commercial uses within the same zone.

4 2023 HOUSING ELEMENT: HOUSING PLAN



- Review and modify Zoning Ordinance development standards related to the number of residents that can be accommodated at an emergency shelter facility, which shall in no case be less than 20 beds.

Timeframe: Ongoing; review and amend the Zoning Ordinance in 2024

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-5.2

Large Rental Units and Supportive Services. Discuss with developers the ability to provide larger rental units appropriate for families with children, including the provision of supportive services.

Timeframe: Ongoing (as projects are proposed)

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-5.3

Residential Care Facilities and Group Homes. San Carlos encourages the development of residential care facilities and group homes. Consistent with State law, the City permits group homes with six or fewer residents in all residential zoning districts by right.

- Amend the Zoning Ordinance code to allow group homes with seven or more residents as a permitted use in all zones that allow multi-unit or single-unit dwellings.
- Facilitate discussions with neighborhoods and adjacent uses so that good neighbor relationships are fostered and impacts to adjacent uses are mitigated.
- Seek opportunities to assist nonprofit housing providers to acquire and/or rehabilitate residential housing for group homes.
- Review and modify development standards for residential care facilities and group homes to ensure the same standards apply for these uses as other residential uses of the same type in the same zone, specifically standards related to parking requirements and distancing between similar facilities. No additional parking shall be required for group residential and residential care facilities above what is required for residential uses. Remove any subjectivity in any standards or required findings to ensure residential care facilities and group homes are allowed objectively with approval certainty similar to other residential uses.

Timeframe: Amend the Zoning Ordinance in 2023 to allow group homes as a permitted use; coordinate with neighborhoods and nonprofit housing providers on an ongoing basis; amend the Zoning Ordinance by the end of 2023 to modify development

standards for residential care facilities in conjunction with Action 4.4.

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-5.4

Special Needs Service Providers Contributions.

- On an annual basis, provide financial contributions to non-profit organizations and outside agencies that serve the housing needs of special needs households in and around San Carlos. These organizations and agencies may include but are not limited to: The Center for Independence of the Disabled (CID), HIP Housing, Shelter Network, Samaritan House, CALL Primrose, San Mateo County Children's Fund, and HEART, among others.
- Evaluate City contributions to outside agencies to assess whether to continue funding and/or adjust funding amounts or to consider other agencies for funding, particularly those organizations and agencies that provide housing with support services for persons with disabilities. As part of the evaluation, require outside agencies receiving City contributions to submit annual reports detailing how funds have been used and how programs have benefited San Carlos residents.

Timeframe: Ongoing; provide contributions on an annual basis through the CDBG funding process

Responsible Agency: Economic Development and Housing Divisions

Funding Sources: Community Development Department Budget, CDBG

ACTION HOU-5.5

Revised Development Standards to Support Special Needs Housing.

- Consider amending the Zoning Ordinance to clarify that development standards that allow for separate cooking and/or bathroom facilities in home sharing programs, and universal design (including "visitability") in all new residential development and significant remodeling projects.
- Encourage the development of well-designed new accessory dwelling units in existing neighborhoods by implementing objective standards for the approval of accessory units. Include an ADA accessible design option in pre-approved ADU plans.
- Encourage unhoused service or navigation centers to be located within or near SROs, transitional, and or/supportive housing.

4 2023 HOUSING ELEMENT: HOUSING PLAN



- Review the Zoning Ordinance and identify amendments to ensure findings for reasonable accommodation requests are limited to health and safety considerations and those allowed by State law.

Timeframe: Ongoing; complete a study on zoning needs for home sharing and universal design and bring to City Council for consideration in 2025; review/revise the Reasonable Accommodation Ordinance and bring appropriate amendments to the City Council for hearing by December 2024

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

ACTION HOU-5.6

Equal Access to City Services. Adopt an accessibility policy establishing standards and procedures for providing equal access to City services and programs to all residents, including persons with limited proficiency in English, and persons with disabilities.

Timeframe: Hold a hearing with City Council to consider the accessibility policy in 2024

Responsible Agency: Administration Division

Funding Sources: Administrative Services Budget

ACTION HOU-5.7

Community Governance. Conduct public meetings at suitable times, accessible to persons with disabilities, and near public transit. Resources will be invested to provide interpretation and translation services when requested at public meetings.

Timeframe: Ongoing

Responsible Agency: City Clerk and Administration Division

Funding Sources: Administrative Services Budget

ACTION HOU-5.8

Furthering Integration. Promote fair housing by allowing multi-family residential uses on all sites in the P (Institutional Use) zone as an accessory use to allowed uses such as onsite religious institutions and schools. Reference/incorporate the minimum parking prohibitions associated with AB 2097, effective January 1, 2023, within 0.5 miles of public transit (as defined in AB 2097).

Timeframe: Amend the Zoning Ordinance in 2023

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

GOAL HOU-6: ELIMINATE DISCRIMINATION IN THE PROVISION OF HOUSING AND AFFIRMATIVELY FUTURE FAIR HOUSING.

POLICY

POLICY HOU-6.1

Fair Housing Law Enforcement and Discrimination Complaints.

- Enforce fair housing laws to ensure that households seeking housing are not discriminated against on the basis of race, color, religion, sex, disability, age, marital status, family composition, national origin, sexual orientation or other arbitrary factors, consistent with the Fair Housing Act.
- Refer discrimination complaints to the appropriate legal service, County, or State agency.

- Ensure that housing programs maximize choice and avoid unlawful discrimination.

ACTIONS

ACTION HOU-6.1

Affirmatively Furthering Fair Housing. Fair housing laws prohibit housing discrimination based on race, color, religion, sex, or national origin. San Carlos has identified the following objectives/meaningful actions to affirmatively further fair housing (Table 4.2-2):

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
<p>Insufficient and Inaccessible Housing Options in High Opportunity Area <u>Citywide</u> for people who identify with any protected class (<u>Fair Housing Education, Housing Mobility</u>)</p> <p>Priority: {High}</p>	<ul style="list-style-type: none"> • Location and type of affordable housing • Lack of access to opportunity due to high housing cost • Lack of fair housing outreach and enforcement • Availability of affordable housing • Availability of affordable units in a range of sizes. 	<p><u>Fair Housing Education</u></p> <ul style="list-style-type: none"> • <u>Continue to support local agencies and organizations that provide fair housing services to San Carlos residents.</u> <u>Geographic Target: Citywide</u> <u>Timeframe: Annually through the San Mateo County Consortium, which distributes CBDG funding.</u> <u>2023-2031 Metrics: Track funding support to fair housing providers through the County's Annual Action Plan</u> • <u>Include a fair housing presentation in City Council meetings, and continue to educate and train City staff regarding fair housing laws. As appropriate, partner with organizations such as Project Sentinel to provide resources.</u> <u>Timeframe: at least once every other year.</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metrics: Provide an annual fair housing presentation to Council and biennially provide fair housing training for staff involved in housing</u> • <u>Ensure that all development applications are considered, reviewed, and approved without prejudice to the proposed residents, contingent on the development application's compliance with all entitlement requirements.</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metrics: At random audit two applications per year to ensure compliance</u> • <u>Require non-discrimination clauses in rental agreements and deed restrictions for affordable housing.</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metrics: Each new and continued affordable housing rental agreement/deed restriction</u> • <u>Promote public awareness of federal, State, and local regulations regarding equal access to housing. Provide information to the public on various state and federal housing programs and fair housing law. Maintain referral</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>information on the City’s website and at a variety of other locations such as community and senior centers, local social service offices, in City utility bills, and at other public locations including City Hall and the library. Add resources and information in Spanish and make available to the public. Continue to coordinate with other agencies and organizations, including 21 Elements, to identify other means of informing residents about fair housing laws. Timeframe: four times per year as part of fair housing workshops by Project Sentinel and other housing related events. Geographic Target: Citywide with focus on areas northwest of El Camino Real and along San Carlos Avenue with higher proportions of non-White residents and north of Cherry Street and along El Camino Real with higher proportions of people with disabilities. 2023-2031 Metrics: Provide counseling and services to at least four San Carlos residents during the planning period</u></p> <p>The three identified fair housing issues are closely related, as such, the meaningful action items address all issues.</p> <p><u>Housing Mobility</u></p> <ul style="list-style-type: none"> <u>Require affordable housing developers receiving public funds to prepare an affirmative marketing plan, and encourage private developers with affordable units in their projects to prepare affirmative marketing plans. The plan shall ensure marketing materials for new developments are designed to attract renters and buyers of diverse demographics, including persons of any race, ethnicity, sex, handicap, and familial status. Timeframe: As part of the entitlement process Geographic Target: Residential and Mixed Use neighborhoods citywide 2023-2031 Metrics: All affordable housing developers receiving public funds should prepare an affirmative marketing plan</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<ul style="list-style-type: none"> • <u>Action 3.2: Continue to implement the City's Below Market Rate (BMR) Ordinance requirements for rental and homeownership development; establish a process for granting priority permit processing status for approved housing projects that exceed the City's minimum BMR requirement; Evaluate the BMR Ordinance's density bonuses, incentives, and concessions to determine they continue to make the production of affordable housing feasible. As part of this process, consult with local non-profit affordable housing developers to identify potential revisions that would better support development of affordable housing, and especially Low-Income Housing Tax Credit financed housing. Revise as necessary.</u> <u>Timeframe: Ongoing; establish priority permit processing in 2024; re-evaluate the BMR Ordinance in 2024 and update as needed</u> <u>Geographic Target: Citywide, particularly in the City's highest income areas</u> <u>2023-2031 Metrics: Increase the development of affordable housing units through the BMR Ordinance by 15% of the baseline</u> • <u>Action HOU-3.3 (ADUs): Offer pre-approved plans, which support streamlining the permit review process; Promote additional pre-approved plans on the City's website; Provide homeowner/ applicant assistant tools by including and promoting State funding resources including the CalHFA ADU grant program and Casita Coalition financing guide on the City's website, and by promoting home sharing programs to connect ADU owners and renters, and offering counseling with a City staff-ADU specialist; Explore and pursue funding options to support ADU construction for lower-income homeowners</u> <u>Timeframe: Offer pre-approved plans no later than 2024; ongoing ADU development support; monitor ADUs annually and</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><i>implement alternative strategies within one year of the annual report if assumptions are not met.</i> <i>Geographic Target: Single-family residential neighborhoods citywide</i> <i>2023-2031 Metric: Achieve 203 ADUs during the planning cycle</i></p> <ul style="list-style-type: none"> • <i>Action HOU-3.4: Proactively outreach to developers and homebuyers regarding available homeownership financing options.</i> <i>Timeframe: Annually conduct outreach and education efforts</i> <i>Geographic Target: Areas with residents who have historically faced barriers to homeownership such as areas in the northwest of El Camino Real and along San Carlos Avenue with higher proportions of non-White residents; north of Cherry Street and along El Camino Real with higher proportions of people with disabilities; and south of El Camino Real between Holly Street and Arroyo Avenue with higher proportions of low-to-moderate income households.</i> <i>2023-2031 Metric: Provide homeownership financing options and resource information to at least 10 residents annually</i> • <i>Action 3.11: Noting historical inequities amplified/perpetuated by single family zoning, encourage small units in residential neighborhoods through development of ADUs, JADUs, and SB 9 units.</i> <i>Timeframe: Bring SB 9 ordinance for consideration by City Council in Fall 2023. Production and affordability will be monitored every two years thereafter.</i> <i>Geographic Target: Single-family neighborhoods citywide</i> <i>2023-2031 Metrics: Achieve 203 ADUs and 160 SB 9 duplex construction during the planning period</i> • <i>Action 5.2: Discuss with developers the ability to provide larger rental units appropriate for families with children, including the provision of supportive services.</i> <i>Timeframe: Ongoing (as projects are proposed)</i> <i>Geographic Target: Multi-family residential neighborhoods</i>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>2023-2031 Metrics: Complete at least one project that includes these types of units and services during the planning period</u></p> <ul style="list-style-type: none"> • <u>Action 5.8: Promote fair housing by allowing multi-family residential uses on all sites in the P (Institutional Use) zone as an accessory use to allowed uses such as onsite religious institutions and schools. Reference/incorporate the minimum parking prohibitions associated with AB 2097, effective January 1, 2023, within 0.5 miles of public transit (as defined in AB 2097).</u> <u>Timeframe: Amend Zoning Ordinance by 2023</u> <u>Geographic Target: Institutional Use Zone</u> <u>2023-2031 Metrics: Complete at least one multi-family project in the Institutional Use Zone during the planning period</u> <p>Action Outcomes: <u>An increased variety of housing options available to San Carlos residents throughout the city, including areas that have traditionally only had single-family ownership housing. Provide adequate sites for over 1,164 lower income households, over 438 moderate income households, and over 1,133 above moderate income households, exceeding the City's RHNA requirements. Continue to support local agencies and organizations that provide fair housing services to San Carlos residents. Timeframe: Annually through the San Mateo County Consortium, which distributes CBDG funding.</u> <u>Require non-discrimination clauses in rental agreements and deed restrictions for affordable housing. Timeframe: ongoing for each new and continued affordable housing rental agreement/deed restriction</u> <u>Promote public awareness of federal, State, and local regulations regarding equal access to housing. Provide information to the public on various state and federal housing programs and fair housing law. Maintain referral information on the City's website and at a variety of other locations such as community and senior centers, local social service offices, in City utility bills, and at other public locations including City Hall and the library. Add resources and information in Spanish and make available to the public. Continue to coordinate</u></p>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p>with other agencies and organizations, including 21 Elements, to identify other means of informing residents about fair housing laws. <i>Timeframe: four times per year as part of fair housing workshops by the Fair Housing Foundation and other housing-related events.</i></p> <p>Include a fair housing presentation in City Council meetings.</p> <p>Continue to educate and train City staff regarding fair housing laws. As appropriate, partner with organizations such as Project Sentinel to provide resources. <i>Timeframe: at least once every other year.</i></p> <p>Implement an accessibility policy that establishes standards and procedures for providing equal access to City services and programs to all residents, including persons with limited proficiency in English, and persons with disabilities. <i>Timeframe: By 2024</i></p> <p>Ensure that all development applications are considered, reviewed, and approved without prejudice to the proposed residents, contingent on the development application's compliance with all entitlement requirements. <i>Timeframe: Ongoing</i></p> <p>Continue to use the Rental Inspection Program as a tool to monitor and address fair housing issues. <i>Timeframe: Ongoing</i></p> <p>Conduct public meetings at suitable times, accessible to persons with disabilities, and near public transit. Resources will be invested to provide interpretation and translation services when requested at public meetings. <i>Timeframe: Ongoing</i></p> <p>Prioritize community and stakeholder engagement during controversial development decisions. <i>Timeframe: Ongoing</i></p> <p>Continue to educate landlords on fair housing law, reasonable accommodations and disability rights, including posting reasonable accommodations on the website and at prominent location near the permit counter. <i>Timeframe: Ongoing</i></p> <p>Related actions in this Housing Plan meet multiple needs, including affirmatively furthering fair housing, including:</p> <p>Action HOU 1.1: Rental Inspection Program</p> <p>Action HOU 1.2: Residential Rehabilitation Programs</p> <p>Action HOU 1.3: Preservation of At Risk Rental Housing</p> <p>Action HOU 3.1: Funding Low, Very Low, and Extremely Low-Income and Special Needs Housing</p>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		Action HOU-3.2: BMR Ordinance Action HOU-3.3: Accessory Dwelling Units Action HOU-3.4: First-Time Homebuyer Programs Action HOU-3.5: Rental Voucher Program Action HOU-3.10: Anti-Displacement Strategies Action HOU-3.11: Access to Opportunity Action HOU-3.12: Affordable and Special Needs Incentives Action HOU-4.1: Adequate Sites to Meet the RHNA Action HOU-4.2: Zoning Ordinance Revisions Action HOU-4.3: Outreach: New Development Standards Action HOU-5.2: Large Rental Units and Supportive Services Action HOU-5.3: Residential Care Facilities and Group Homes Action HOU-5.4: Special Needs Service Providers Contributions Action HOU-5.5: Revised Development Standards to Support Special Needs Housing Action HOU-5.6: Equal Access to City Services Action HOU-5.7: Community Governance Action HOU-5.8: Furthering Integration Action HOU-6.1: Fair Housing Law Enforcement and Discrimination Complaints Action HOU-8.1: Partnership Programs
Protecting Existing Residents from Displacement <u>(Displacement/Housing Affordability)</u> <u>Priority: {Moderate}</u>	<ul style="list-style-type: none"> • Due to economic pressures • Availability of affordable housing • Availability of affordable units in a range of prices 	<u>Displacement/Housing Affordability</u> <ul style="list-style-type: none"> • <u>Action 1.1: Continue the Rental Inspection Program to preserve and improve existing housing stock and neighborhood quality.</u> <u>Timeframe: Annually</u> <u>Geographic Target: Multi-family residential neighborhoods 2023-2031</u> <u>Metric: Conduct 240 inspection visits annually</u> • <u>Action 1.2: As CDBG funds are available through San Mateo County Consortium, provide grants or loans to low- and moderate-income households for the rehabilitation of residences; Promote the availability of home repair services for low-income and special needs households available from private agencies in the county.</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>Timeframe: Annually or as funding becomes available</u> <u>Geographic Target: Multi-family residential neighborhoods and south of El Camino Real between Holly Street and Arroyo Avenue with higher proportions of low-to-moderate income households.</u> <u>2023-2031 Metrics: Assist 2 low-to-moderate-income households annually.</u></p> <ul style="list-style-type: none"> • <u>Action 1.3: San Carlos will continue to monitor the affordability of existing deed-restricted units and coordinate with property owners to encourage the retention of affordability of these units.</u> <u>Timeframe: Annually monitor/report the affordability status of at-risk rental units as part of the Annual Progress Report process.</u> <u>Contact owners with expiring covenants two years in advance of the expiring covenant.</u> <u>Geographic Target: Multi-family residential neighborhoods and areas south of El Camino Real between Holly Street and Arroyo Avenue with higher proportions of low-to-moderate income households.</u> <u>2023-2031 Metric: Retain affordability of 137 units at 17 housing complexes</u> • <u>Action 3.1: Continue to apply the commercial/housing linkage fee to fund affordable housing and monitor fee amount to ensure it reflects market conditions. Encourage concurrent production of on or off-site affordable housing, in lieu of fee payment. Collaborate with existing and new major employers to encourage the development and funding of more affordable housing.</u> <u>Timeframe: Re-evaluate opportunities for construction in-lieu of fee payment in 2024; collaborate with city's 10 largest employers at least every other year; annually monitor and pursue funding opportunities through county, state, and federal funding programs and sources to leverage City funds</u> <u>Geographic Target: Citywide</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>2023-2031 Metric: Contribute to the production and/or preservation of at least 60 affordable housing units over the planning period</u></p> <ul style="list-style-type: none"> • <u>Action 3.5: Continue to work with the San Mateo County Department of Housing and nonprofit organizations to implement Housing Choice Voucher Rental Assistance programs. Continue to provide information on the Housing Choice Voucher program, including new legal requirements pursuant to SB 329, which prohibits housing discrimination on the basis of source of income (including Housing Choice Vouchers). Continue to collaborate with other cities in San Mateo County, regional organizations, and/or nonprofit organizations to evaluate and quantify potential discrimination against Housing Choice Voucher users or other rental assistance voucher programs. Continue to develop and act upon measures to address these issues.</u> <u>Timeframe: Annually</u> <u>Geographic Target: Citywide</u> <p><u>2023-2021 Metrics: Annually reach 100 individuals, as measured in website hits, providing information about Housing Choice Vouchers</u></p> <p><u>Action 3.10: Take actions to reduce displacement, including fair housing counseling, rental audits, fair housing case monitoring, outreach, and additional tenant protection policies; Support local efforts to create a community land trust or a housing preservation fund</u> <u>Timeframe: Consult with tenants' rights advocates and stakeholders, complete analysis, and hold a hearing with City Council to adopt anti-displacement strategies by 2026</u> <u>Geographic Target: Multi-family residential neighborhoods and areas south of El Camino Real between Holly Street and Arroyo Avenue with higher proportions of low-to-moderate income households.</u></p> <p><u>2023-2031 Metric: Partner with a community-based organization to provide residents with informational materials</u></p>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>and workshops on latest anti-displacement strategies at least three times soon after adoption.</u></p> <ul style="list-style-type: none"> • <u>Action 8.1: Continue to work with housing services organizations, or other similar organizations, to increase housing opportunities in San Carlos. Explore partnerships with housing operators, non-profit organizations, and developers to rehabilitate and convert existing market rate rental housing into affordable housing for extremely low, very low, low and moderate-income households.</u> • <u>Timeframe: Discuss opportunities with developers that contact the City annually</u> • <u>Geographic Targeting: Multi-family residential neighborhoods and areas south of El Camino Real between Holly Street and Arroyo Avenue with higher proportions of low-to-moderate income households.</u> • <u>2023-2031 Metric: Develop at least one new partnership with housing organizations annually.</u> <p>Action Outcomes: Strategic tenant protection policy recommendations will slow the pace and mitigate the impacts of displacement, and development of partnerships and strategies will preserve unsubsidized affordable housing (non-deed restricted).</p>
<p>Provide Access and Inclusion for Persons with Disabilities (Access to Housing and Resources)</p> <p><u>Priority: {Moderate}</u></p>	<ul style="list-style-type: none"> • Lack of supportive services for persons with disabilities • Lack of access to resources, such as schools, transportation, and other in home or community resources for persons with disabilities 	<ul style="list-style-type: none"> • <u>Implement an accessibility policy that establishes standards and procedures for providing equal access to City services and programs to all residents, including persons with limited proficiency in English, and persons with disabilities.</u> <u>Timeframe: By 2024</u> <u>Geographic Target: Areas with high proportions of non-native English speakers and north of Cherry Street and Along El Camino Real with higher proportions of people with disabilities 2023-2021 Metric: Upon adoption of accessibility policy, assist at 20 persons annually with disability needs</u> • <u>Conduct public meetings at suitable times, accessible to persons with disabilities, and near public transit. Resources</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>will be invested to provide interpretation and translation services when requested at public meetings.</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metric: Provide at least one person at public meetings that can provide translation services.</u></p> <ul style="list-style-type: none"> • <u>Continue to educate landlords on fair housing law, reasonable accommodations and disability rights, including posting reasonable accommodations on the website and at prominent location near the permit counter.</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metric: Outreach to at least five landlords annually.</u> • <u>Action 3.12: Continue to reduce or waive development impact fees to facilitate 100% affordable and special needs housing, including housing for extremely low-income and persons living with disabilities (including persons with developmental disabilities).</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metric: Waive or reduce development impact fees for at least one special needs project during the planning period.</u> • <u>Action 5.3: Continue to encourage the development of residential care facilities and group homes.</u> <u>Timeframe: Ongoing</u> <u>Geographic Target: Citywide</u> <u>2023-2031 Metric: Assist at least one nonprofit housing provider to acquire and/or rehabilitate residential housing with supportive services during the planning period.</u> • <u>Action 5.4: On an annual basis, provide financial contributions to non-profit organizations and outside agencies that serve the housing needs of special needs households in and around San Carlos. These organizations and agencies may include but are not limited to: The Center for Independence of the Disabled (CID), HIP Housing,</u>

Table 4.2-2: Affirmatively Furthering Fair Housing Issues, Contributing Factors, and Actions

Identified Fair Housing Issue and Priority (High, Medium, Low)	Contributing Factors	Meaningful Actions
		<p><u>Shelter Network, Samaritan House, CALL Primrose, San Mateo County Children's Fund, and HEART, among others.</u></p> <p><u>Timeframe: Annually</u></p> <p><u>Geographic Target: Citywide</u></p> <p><u>2023-2031 Metric: Provide financial contributions to at least one non-profit organization as funding becomes available.</u></p> <p>Action Outcomes: <u>Increased options for safe, high quality, accessible, and affordable housing for people with disabilities throughout the City that are located near critical community resources and infrastructure. Will help dissipate any existing concentrations of people with disabilities in the city and promote integration.</u></p>

Timeframe: Identified in Table above for each Action

Responsible Agency: Economic Development, Housing, and Planning Divisions

Funding Sources: Community Development Department Budget

GOAL HOU-7: INCREASED ACCESS TO CHILDCARE.

POLICY

Policy HOU-7.1

Access to Childcare. Increase access to childcare by including childcare facility siting opportunities and reducing regulatory and financial barriers to the creation and expansion of childcare facilities in San Carlos.

ACTIONS

ACTION HOU-7.1

Childcare development impact fee. Study and hold a hearing with City Council to consider establishing a childcare development impact fee for new nonresidential developments.

4 2023 HOUSING ELEMENT: HOUSING PLAN



Timeframe: Complete study and hold a hearing with City Council by spring 2023

Responsible Agency: Economic Development and Housing Divisions

Funding Sources: Community Development Department Budget

ACTION HOU-7.2

Childcare Zoning.

- Allow by-right the siting and development of family childcare homes in all residential, mixed-use, and other zones where residences are permitted, for the convenience of families. Consider modified zoning standards, modified review procedures, and other incentives to facilitate childcare centers' development in mixed-use and commercial zones and as an accessory use to religious/community facilities in residential zones.
- Encourage the inclusion of space for childcare in new housing developments, including affordable housing developments, as feasible.
- Ensure that zoning code and permitting practices are consistent with State law that prohibits use permits, business licenses, etc. for Large Family Child Care Homes.
- In addition to the traffic impact fee exemption already provided, continue the discussion with decision makers to consider potential incentives for developers to provide

childcare facilities or services as part of new residential, commercial, and industrial developments, including but not limited to: density bonuses, increases in floor area ratios, parking reduction, community benefits credit, expedited entitlements, or other modifications to zoning regulations.

Timeframe: Complete study and hold a hearing with City Council in 2025

Responsible Agency: Planning Division

Funding Sources: Community Development Department Budget

GOAL HOU-8: INCREASING COMMUNITY PARTNERSHIPS AND PUBLIC EDUCATION

POLICY

POLICY HOU-8.1

Partnerships. Further housing opportunities, affordability, and access throughout San Carlos and the region by partnering with other jurisdictions, community organizations, and jurisdictions while educating San Carlos residents, business community, and service providers about housing issues and opportunities.

ACTIONS

ACTION HOU-8.1

Partnership Programs**Funding Sources:** Community Development Department Budget

Continue to work with the following organizations, or other similar organizations, to increase housing opportunities in San Carlos:

- HIP Housing – home sharing programs including potential owners and renters matching;
- 21 Elements – funding sources for low-, very low-, and extremely low- income housing, funding sources for special needs housing; rental voucher discrimination claims, among others; funding sources for ADU construction or remodels and best practices to encourage ADUs
- San Mateo County Consortium
- San Mateo Department of Housing – Section 8 housing assistance
- HEART – first time home buyers programs
- Others as opportunities arise

Explore partnerships with housing operators, non-profit organizations, and developers to rehabilitate and convert existing market rate rental housing into affordable housing for extremely low, very low, low and moderate-income households.

Timeframe: Ongoing; discuss opportunities with developers that contact the City annually

Responsible Agency: Economic Development, Housing, and Planning Divisions

Summary of Quantified Objectives

Table 4.2-3 summarizes San Carlos’ quantified objectives for the 2023-2031 Housing Element planning period.

- The Construction Objective represents the City’s 2023-2031 RHNA.
- The Rehabilitation Objective represents the objective for the Rental Inspection Program over the eight-year planning period; of the 240 annual inspection visits, approximately one-third (80 units) require a correction/rehabilitation annually.

- The Conservation/Preservation objective refers to the preservation of the existing affordable housing stock throughout the planning period (as listed in Table 4.3-8: Below Market Rate Housing Inventory in the Housing Needs Assessment chapter).

Table 4.2-3: Housing Element Quantified Objectives

	Income Level					Total
	Extremely Low	Very Low	Low	Moderate	Above Moderate	
Construction Objective (RHNA)	<u>370</u>	739 <u>369</u>	425	438	1,133	2,735
Rehabilitation Objective	<u>107</u>	640 <u>107</u>	<u>213</u>	<u>213</u>	--	640
At-Risk Affordable Housing Units to Preserve	402 <u>20</u>	<u>20</u>	57	32	--	137